

**HUMAN SERVICES
SUMMARY**

	<u>Page #</u>	<u>Requirements</u>	<u>Sources</u>	<u>Net County Cost</u>	<u>Staffing</u>
<u>GENERAL FUND</u>					
HUMAN SERVICES	160				
HEALTH ADMINISTRATION	162				
HEALTH ADMINISTRATION	164	110,534,459	95,534,459	15,000,000	2
BEHAVIORAL HEALTH DEPARTMENT	170				
BEHAVIORAL HEALTH	173	152,535,445	150,543,234	1,992,211	549
PUBLIC HEALTH DEPARTMENT	186				
PUBLIC HEALTH	189	78,546,440	74,445,996	4,100,444	707
CALIFORNIA CHILDREN'S SERVICES	193	21,008,999	16,335,156	4,673,843	166
INDIGENT AMBULANCE	197	472,501	0	472,501	0
HUMAN SERVICES ADMINISTRATIVE CLAIM SUMMARY	202				
ADMINISTRATIVE CLAIM	206	473,868,684	458,161,333	15,707,351	4,408
AGING AND ADULT SERVICES DEPARTMENT	219				
AGING AND ADULT SERVICES	222	8,914,746	8,914,746	0	46
PUBLIC GUARDIAN-CONSERVATOR	225	903,483	286,850	616,633	19
CHILD SUPPORT SERVICES	228	40,134,968	40,134,968	0	434
HUMAN SERVICES - SUBSISTENCE PAYMENTS:					
SUBSISTENCE FUNDS - CONSOLIDATED	237	511,782,257	482,384,868	29,397,389	0
VETERANS AFFAIRS	249	1,896,491	458,777	1,437,714	18
TOTAL GENERAL FUND		<u>1,400,598,473</u>	<u>1,327,200,387</u>	<u>73,398,086</u>	<u>6,349</u>
<u>SPECIAL REVENUE FUNDS</u>					
HEALTH ADMINISTRATION:					
MASTER SETTLEMENT AGREEMENT	168	38,897,275	18,404,020	20,493,255	0
BEHAVIORAL HEALTH:					
MENTAL HEALTH SERVICES ACT	178	148,406,760	83,695,691	64,711,069	404
SPECIAL REVENUE FUNDS - CONSOLIDATED	183	24,129,799	11,571,240	12,558,559	0
PUBLIC HEALTH:					
SPECIAL REVENUE FUNDS - CONSOLIDATED	199	8,288,561	4,187,767	4,100,794	0
HUMAN SERVICES ADMINISTRATION:					
WRAPAROUND REINVESTMENT FUND	234	16,947,295	7,935,000	9,012,295	6
PRESCHOOL SERVICES	242	49,514,614	49,466,702	47,912	700
TOTAL SPECIAL REVENUE FUNDS		<u>286,184,304</u>	<u>175,260,420</u>	<u>110,923,884</u>	<u>1,110</u>



HUMAN SERVICES

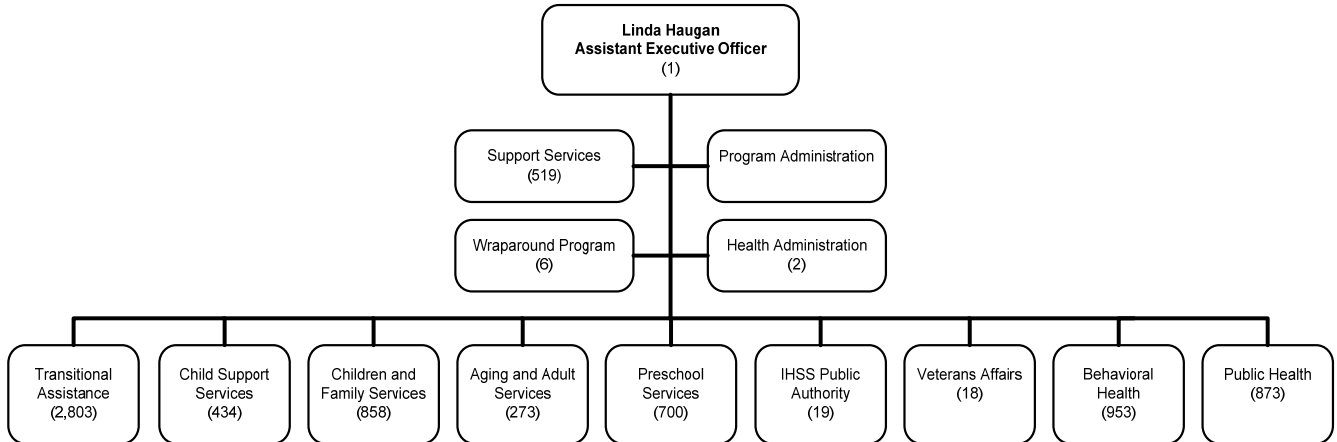
Linda Haugan

MISSION STATEMENT

Human Services works to build a healthy community by strengthening Individuals and families, enhancing quality of life, and valuing people.



ORGANIZATIONAL CHART



SUMMARY OF HEALTH BUDGET UNITS

2013-14					
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget
General Fund					
Health Administration	110,534,459	95,534,459	15,000,000		2
Behavioral Health (BH)	152,535,445	150,543,234	1,992,211		549
Public Health (PH)	78,546,440	74,445,996	4,100,444		707
PH - California Children's Services	21,008,999	16,335,156	4,673,843		166
PH - Indigent Ambulance	472,501	0	472,501		0
Total General Fund	363,097,844	336,858,845	26,238,999		1,424
Special Revenue Funds					
Master Settlement Agreement	38,897,275	18,404,020		20,493,255	0
BH - Mental Health Services Act	148,406,760	83,695,691		64,711,069	404
BH Special Revenue Funds - Consolidated	24,129,799	11,571,240		12,558,559	0
PH Special Revenue Funds - Consolidated	8,288,561	4,187,767		4,100,794	0
Total Special Revenue Funds	219,722,395	117,858,718		101,863,677	404
Total - All Funds	582,820,239	454,717,563	26,238,999	101,863,677	1,828

Health is comprised of five general fund budget units: Health Administration, Behavioral Health, Public Health, California Children's Services and Indigent Ambulance. In addition, ten special revenue funds have been established to act as financing budgets for the Health Administration, Behavioral Health and Public Health general fund budget units. Each special revenue fund collects and disburses funds based on the specific purpose and activities established including, but not limited to, alcohol and drug prevention services, tobacco cessation services and preparedness and response.



SUMMARY OF HUMAN SERVICES BUDGET UNITS

2013-14						
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
General Fund						
Human Services Administrative Claim	473,868,684	458,161,333	15,707,351			4,408
Aging and Adult Services - Aging Programs	8,914,746	8,914,746	0			46
Public Guardian-Conservator	903,483	286,850	616,633			19
Child Support Services	40,134,968	40,134,968	0			434
Human Services Subsistence - Consolidated	511,782,257	482,384,868	29,397,389			0
Veterans Affairs	1,896,491	458,777	1,437,714			18
Total General Fund	1,037,500,629	990,341,542	47,159,087			4,925
Special Revenue Funds						
Wraparound Reinvestment Fund	16,947,295	7,935,000		9,012,295		6
Preschool Services	49,514,614	49,466,702		47,912		700
Total Special Revenue Funds	66,461,909	57,401,702		9,060,207		706
Other Agencies						
IHSS Public Authority	7,052,526	5,638,157		1,414,369		19
Total Other Agencies	7,052,526	5,638,157		1,414,369		19
Total - All Funds	1,111,015,064	1,053,381,401	47,159,087	10,474,576		5,650

NOTE: IHSS Public Authority is reported in a separate budget document.

Human Services is composed of eight County Departments: Transitional Assistance (TAD), Children and Family Services (CFS), Aging and Adult Services (DAAS), Preschool Services, Child Support Services, Veterans Affairs, Behavioral Health (BH) and Public Health (PH). Also three other agencies work in conjunction with the core Human Services departments and they are: Children's Network, Children's Fund and the Office of Homeless Services. Additionally, several support divisions under Human Services Management Services, including the Performance, Education and Resource Center, provide administrative and training support to the Human Services Departments.

Transitional Assistance, Children and Family Services, Aging and Adult Services, and all Human Services support divisions are included in the Human Services Administrative Claim process. The purpose of the claim process is to provide the County with the means for determining the costs applicable to each of the numerous welfare programs. This cost determination is necessary to satisfy federal and state reporting and funding requirements and to determine appropriate federal and state financial reimbursement to the County for each of the welfare programs.

Subsistence Payments and Aid to Indigents (general relief) are either direct payments to welfare recipients or payments to organizations that provide service to the welfare recipients. The Human Services Assistant Executive Officer is responsible for all of the above budget units.



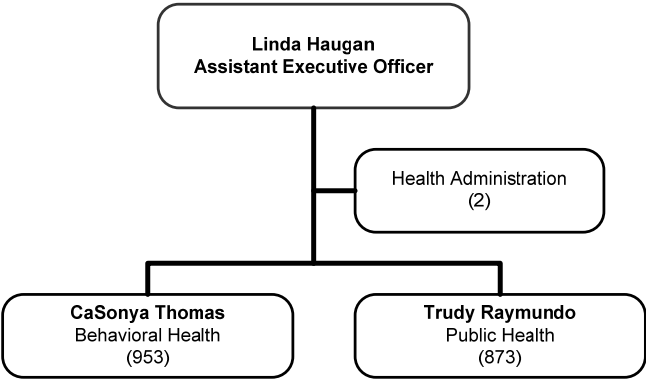
HEALTH ADMINISTRATION

DEPARTMENT MISSION STATEMENT

Health Administration develops and coordinates budgets, policies, and procedures for the County’s health care departments in accordance with the strategic goals adopted by the Board of Supervisors, the County Charter, and general laws.



ORGANIZATIONAL CHART



SUMMARY OF BUDGET UNITS

	2013-14					
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<u>General Fund</u>						
Health Administration	110,534,459	95,534,459	15,000,000			2
Total General Fund	110,534,459	95,534,459	15,000,000			2
<u>Special Revenue Fund</u>						
Master Settlement Agreement	38,897,275	18,404,020		20,493,255		0
Total Special Revenue Fund	38,897,275	18,404,020		20,493,255		0
Total - All Funds	149,431,734	113,938,479	15,000,000	20,493,255		2

5-YEAR REQUIREMENTS TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Health Administration	61,640,716	52,070,117	43,427,735	77,560,645	110,534,459
Master Settlement Agreement	20,039,138	22,852,028	23,877,171	27,207,376	38,897,275
Total	81,679,854	74,922,145	67,304,906	104,768,021	149,431,734

5-YEAR SOURCES TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Health Administration	46,640,716	37,070,117	28,424,005	62,560,645	95,534,459
Master Settlement Agreement	17,409,067	17,812,891	18,025,144	17,075,000	18,404,020
Total	64,049,783	54,883,008	46,449,149	79,635,645	113,938,479

5-YEAR NET COUNTY COST TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Health Administration	15,000,000	15,000,000	15,003,730	15,000,000	15,000,000
Total	15,000,000	15,000,000	15,003,730	15,000,000	15,000,000

5-YEAR FUND BALANCE TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Master Settlement Agreement	2,630,071	5,039,137	5,852,027	10,132,376	20,493,255
Total	2,630,071	5,039,137	5,852,027	10,132,376	20,493,255



Health Administration

DESCRIPTION OF MAJOR SERVICES

The role of the Health Administration budget unit is to seek and support opportunities to foster collaboration among the Department of Public Health (PH), Department of Behavioral Health (BH), and the Arrowhead Regional Medical Center (ARMC). The Health Administration provides regular fiscal and policy analysis relating to the operations of these departments. Additionally, Health Administration manages the \$110.5 million Health Administration budget unit, which includes funding for ARMC debt service, health related maintenance of effort costs, and transfers required to obtain federal health care funding.

Budget at a Glance

Total Requirements	\$110,534,459
Total Sources	\$95,534,459
Net County Cost	\$15,000,000
Total Staff	2
Funded by Net County Cost	14%

Health care related transactions represented by this budget unit include the Disproportionate Share Hospital (DSH) Supplemental Payments, Realignment AB 8 match, and the County's contribution for ARMC debt service payments.

Intergovernmental Transfers for Medi-Cal Managed Care Capitation Rates

This budget unit also includes Intergovernmental Transfers (IGT) to the state to fund increased Medi-Cal managed care capitation rate payments to managed care plans that contract with their respective counties. These IGT's are to be used as the non-federal share of the Medi-Cal managed care capitation rate increases. The IGT Proposal became effective for the rate year October 1, 2008 through September 30, 2009. As with the Disproportionate Share Hospital Funds transfers, the IGT matching contributions to the state, as well as the return of that initial investment is reported within this budget unit.

California Medi-Cal Hospital/Uninsured Care Demonstration Project (SB 1100)

Effective July 1, 2005, funding from SB 855 and SB 1255 for the Disproportionate Share Hospital Programs was replaced by SB 1100, California's Medi-Cal Hospital/Uninsured Demonstration Project. The prior SB 855 and SB 1255 programs provided supplemental payments to hospitals serving a disproportionate number of low-income individuals, as well as those licensed to provide emergency medical services and contract with the California Medical Assistance Commission (CMAC) to serve Medi-Cal patients under the Selective Provider Contracting Program.

The new funding system, SB 1100, was designed under a Medicaid (Medi-Cal in California) waiver to fund public and private safety-net hospitals providing care to Medi-Cal and uninsured patients. The hospital financing waiver under SB 1100 is comprised of three elements:

- Medi-Cal Fee for Service, which represents federal funds accounted for directly in the ARMC budget unit, for services provided to Medi-Cal patients;
- Safety Net Care Pool Funds, which provide a fixed amount of federal dollars, also accounted for directly in the ARMC budget unit, to cover uncompensated health care costs, and
- DSH Funds, which continue to be reflected as a matching contribution to the state, and a return of that initial investment, within this budget unit.

Realignment and General Fund Support

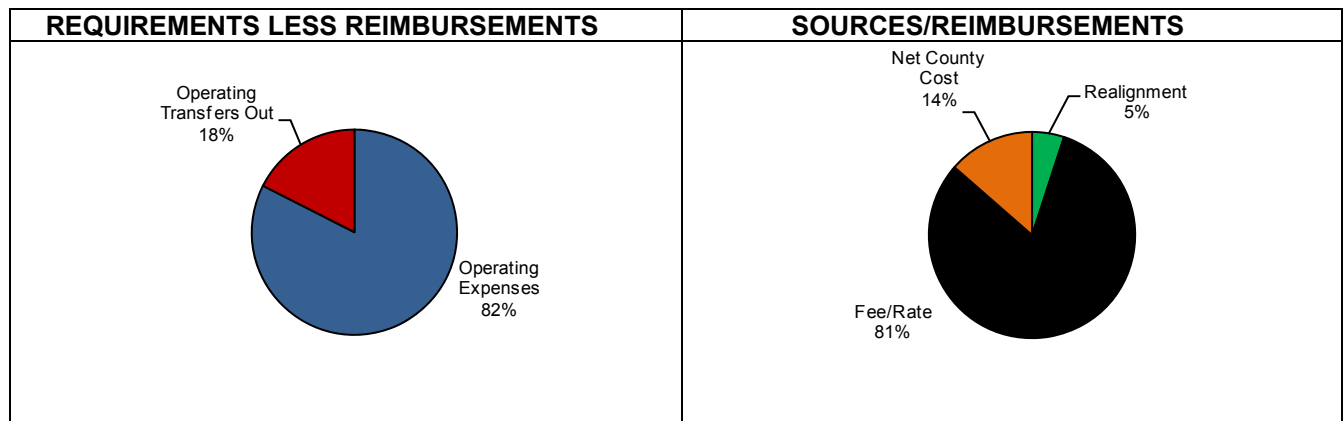
General fund support and realignment funds are used to pay for the ARMC debt service lease payments, Realignment AB 8 match and administrative costs related to this budget unit. To qualify for receipt of Health Realignment funding from the state, the County must contribute a 'match' of local funds. The County's match for 2013-14 is \$4.3 million, which is based on a formula established through AB 8 in 1979. This amount has remained constant throughout the years.

Realignment funds support this budget unit as follows:

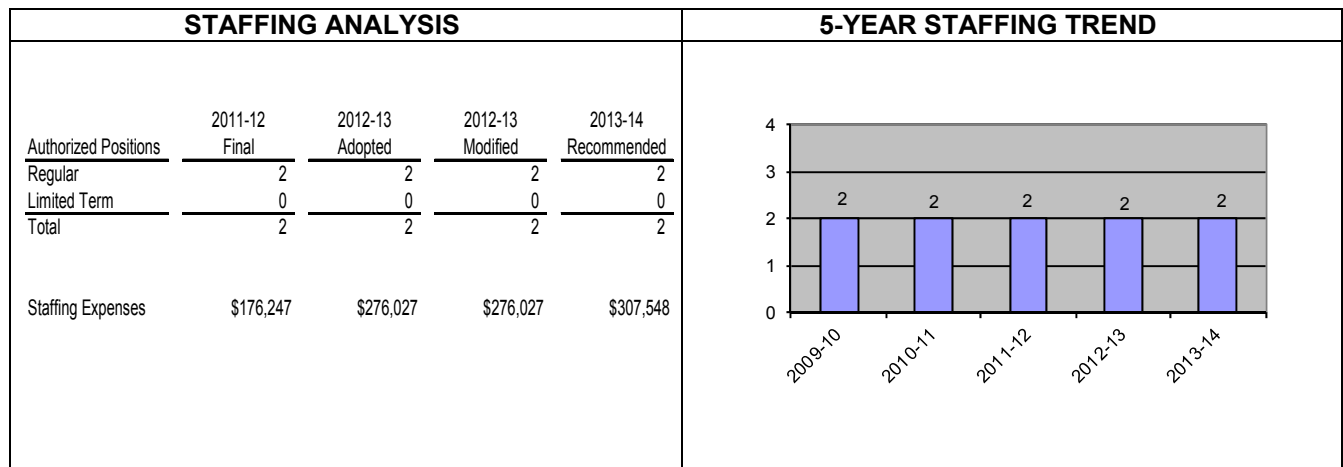
- Mental Health at 10.24% (which covers half of administrative costs).
- Social Services at 2.55% (which covers a share of cost for the 2-1-1 Information System).
- Health at 87.21% (which covers half of administrative costs plus debt service payments).



2013-14 RECOMMENDED BUDGET



BUDGETED STAFFING



ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Health Administration
FUND: General

BUDGET UNIT: AAA HCC
FUNCTION: Health and Sanitation
ACTIVITY: Hospital Care

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	100,092	230,227	176,247	299,080	276,027	307,548	31,521
Operating Expenses	42,588,434	32,031,388	23,988,795	57,777,876	57,967,939	90,910,232	32,942,293
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	42,688,526	32,261,615	24,165,042	58,076,956	58,243,966	91,217,780	32,973,814
Reimbursements	0	0	(39,979)	0	0	0	0
Total Appropriation	42,688,526	32,261,615	24,125,063	58,076,956	58,243,966	91,217,780	32,973,814
Operating Transfers Out	18,951,047	19,805,002	19,023,328	19,316,679	19,316,679	19,316,679	0
Total Requirements	61,639,573	52,066,617	43,148,391	77,393,635	77,560,645	110,534,459	32,973,814
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	4,754,817	5,825,299	4,873,403	5,303,635	5,470,645	5,534,459	63,814
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	41,884,757	31,244,819	23,277,623	57,090,000	57,090,000	90,000,000	32,910,000
Other Revenue	0	0	0	0	0	0	0
Total Revenue	46,639,574	37,070,118	28,151,026	62,393,635	62,560,645	95,534,459	32,973,814
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	46,639,574	37,070,118	28,151,026	62,393,635	62,560,645	95,534,459	32,973,814
Net County Cost	14,999,999	14,996,499	14,997,365	15,000,000	15,000,000	15,000,000	0
Budgeted Staffing					2	2	0

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

Major expenditures in this budget unit include funding Disproportionate Share and Intergovernmental Transfers to cover Medi-Cal Care and transfers to cover the required local match and debt service lease payments for ARMC. The major revenue is the matching funds from the state to cover Medi-Cal Managed Care capitation rate payment enhancements.

BUDGET CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$307,548 fund 2 Administrative Analyst positions. Requirements has a net increase of \$31,521 from prior year due to increased retirement and benefit costs.

Operating expenses of \$90.9 million are increasing by \$32.9 million primarily to fund increasing DSH Funds and Medi-Cal Care capitation rates.

Operating transfers out of \$19.3 million fund \$4.3 million of realignment local match, which must be transferred into trust, before Health Realignment monies can be directed toward the PH and ARMC budget units to fund health programs, and \$15.0 million of net debt service lease payment for ARMC. Net county cost in this department is funded by the Tobacco Master Settlement agreement and supports the \$4.3 million realignment match and a portion of Medical Center lease payments.

Fee/rate revenue of \$90.0 million is increasing by \$32.9 million due to the reimbursement from the state for increasing DSH Funds and Medi-Cal Care capitation rates.

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$307,548 fund 2 budgeted regular positions. There are no changes to budgeted staffing.



2013-14 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Health Administration	2	0	2	2	0	0	2
Total	2	0	2	2	0	0	2

Health Administration	
<u>Classification</u>	
2	Administrative Analyst
2	Total

Master Settlement Agreement

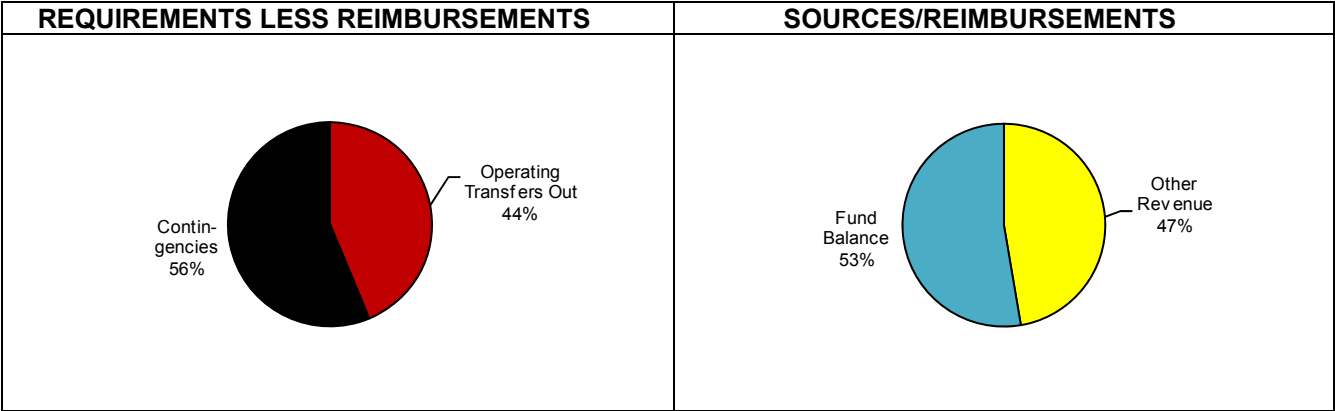
DESCRIPTION OF MAJOR SERVICES

This budget unit accounts for proceeds received from the tobacco lawsuit Master Settlement Agreement (MSA). In late 1998, a settlement was reached in a lawsuit filed by states against the tobacco industry. In California, the proceeds of the settlement are divided equally between the state and local governments who partnered in the lawsuit. Payments to local governments are based on a formula involving total tobacco sales and each local entity's population.

Budget at a Glance	
Total Requirements	\$38,897,275
Total Sources	\$18,404,020
Fund Balance	\$20,493,255
Use of Fund Balance	\$0
Total Staff	0

A majority of the County's total proceeds are used each year to fund a portion of the Arrowhead Regional Medical Center (ARMC) debt.

2013-14 RECOMMENDED BUDGET



ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Health Administration
FUND: Master Settlement Agreement

BUDGET UNIT: RSM MSA
FUNCTION: Health and Sanitation
ACTIVITY: Hospital Care

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0	0
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	10,207,376	21,897,275	11,689,899
Total Exp Authority	0	0	0	0	10,207,376	21,897,275	11,689,899
Reimbursements	0	0	0	0	0	0	0
Total Appropriation	0	0	0	0	10,207,376	21,897,275	11,689,899
Operating Transfers Out	15,000,000	17,000,000	17,000,000	17,000,000	17,000,000	17,000,000	0
Total Requirements	15,000,000	17,000,000	17,000,000	17,000,000	27,207,376	38,897,275	11,689,899
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	17,409,065	17,812,890	18,134,168	27,360,879	17,075,000	18,404,020	1,329,020
Total Revenue	17,409,065	17,812,890	18,134,168	27,360,879	17,075,000	18,404,020	1,329,020
Operating Transfers In	0	0	3,146,181	0	0	0	0
Total Sources	17,409,065	17,812,890	21,280,349	27,360,879	17,075,000	18,404,020	1,329,020
Fund Balance					10,132,376	20,493,255	10,360,879
Budgeted Staffing					0	0	0

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

Contingencies of \$21.9 million are increasing by \$11.7 million based on available fund balance and increased sources.

Operating transfers out of \$17.0 million reflect a transfer to the general fund which is then used to fund the net county cost within the Health Administration budget unit and to offset increased health care costs within the Department of Public Health. Health Administration uses that net county cost to fund the \$4.3 million realignment local match requirement and \$10.7 million of net debt service lease payment for ARMC.

Other revenue of \$18.4 million reflects anticipated revenue from the major tobacco companies to the Master Settlement Agreement fund.

BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements have increased by \$11.7 million due to additional fund balance available.

Revenues from the Master Settlement Agreement have remained stable over the past four years with the exception of a 'spike' in Fiscal Year 2012-13 due to a settlement regarding the Non-Participating Manufacturers (NPM) Adjustment. The majority of sources will continue to be directed towards ARMC lease payments.

Sources are increasing by \$1.3 million due to increased share of projected sales tax from settlement.

STAFFING CHANGES AND OPERATIONAL IMPACT

There is no staffing associated with this budget unit.



BEHAVIORAL HEALTH

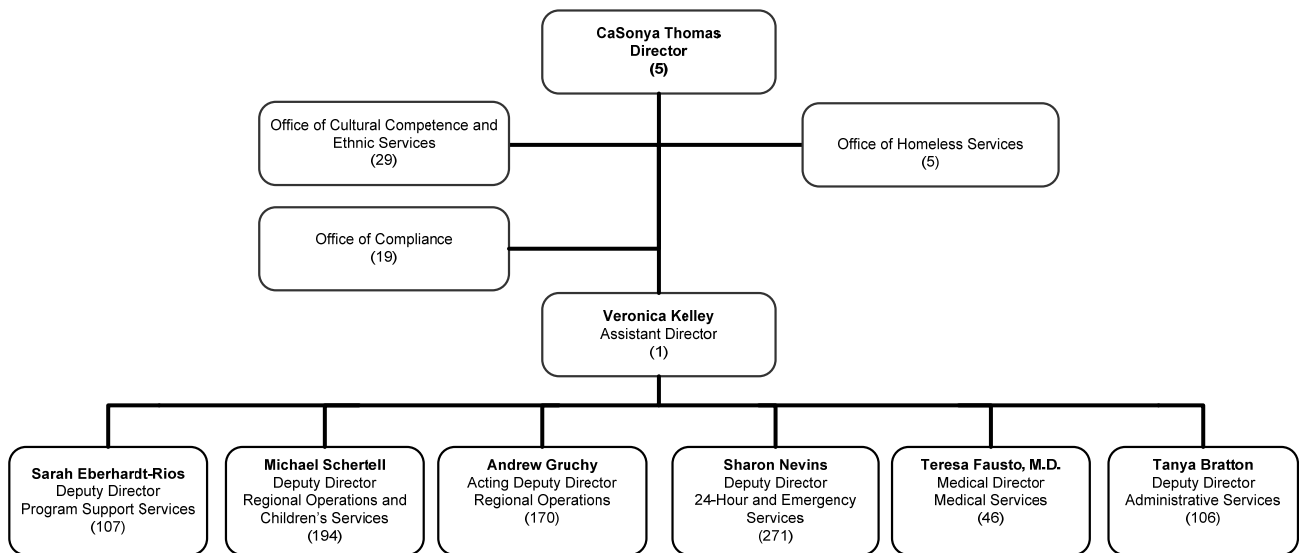
CaSonya Thomas

DEPARTMENT MISSION STATEMENT

The County of San Bernardino Behavioral Health Programs strive to be recognized as a progressive system of seamless, accessible, and effective services that promote prevention, intervention, recovery and resiliency for individuals, families and communities.



ORGANIZATIONAL CHART



2012-13 ACCOMPLISHMENTS

- Partnered with Housing Authority of the County of San Bernardino in a rapid re-housing project called Project HOPE targeting those that are homeless or at risk of homelessness to assist them into permanent housing through housing support, case management, counseling peer support and other numerous services.
- Partnered with Arrowhead Regional Medical Center and Public Health in the implementation of the County's Low Income Health Program (LIHP), Arrowcare, collaborating to support enrollment of 20,000 county residents, and providing specialized behavioral health services and access to primary care services to 2,933 individuals.
- Partnered with a qualified community contract provider, Valley Star, to open a Crisis Residential Treatment Center called "The STAY," which helps Transitional Age Youth safely and successfully transition back to community living after a period of psychiatric crisis and recovery.
- Co-located with County Probation, Department of Behavioral Health is the first mental health department in the State of California to implement both a certified mental health and drug and alcohol treatment program within a Day Reporting Center to serve the AB 109 population.
- Remained a strong participant in the Partnership for Healthy Mothers & Babies (PHMB) program, integrating public health and behavioral health systems to ensure access to the appropriate early intervention services for substance using pregnant women and teens. The Program's goal is for babies to be born free of prenatal exposure to drugs, alcohol and tobacco.
- Continuing with efforts to implement a new Behavioral Health Management Information and Electronic Health Records Systems that will improve efficiency in processing claims and managing health records.



COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

Objective(s): • *Promote public/private collaboration and projects that help to meet the health and human service needs of county residents.*

Department Strategy: • *Increase access to mental health services for Medi-Cal beneficiaries to be in alignment with state wide penetration rates of 5.66%.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Penetration rates for Medi-Cal beneficiaries.	N/A	4.99%	4.99%	5.1%
Number of outreach events focused on reaching community members for education about access to mental health services and Medi-Cal eligibility.	N/A	85	85	90

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

Objective(s): • *Maximize the utilization of Federal and State programs and funding to mitigate the effects of the economic downturn on county residents.*
• *Implement Federal Healthcare Reform.*

Department Strategy: • *Develop and implement programs and strategies to increase access to coordinated behavioral health services.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Total number of Medi-Cal eligible clients enrolled to access comprehensive behavioral health services.	12,000	14,400	14,379	15,000



SUMMARY OF BUDGET UNITS

	2013-14					
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<u>General Fund</u>						
Behavioral Health	152,535,445	150,543,234	1,992,211			549
Total General Fund	152,535,445	150,543,234	1,992,211			549
<u>Special Revenue Funds</u>						
Mental Health Services Act	148,406,760	83,695,691		64,711,069		404
Special Revenue Funds - Consolidated	24,129,799	11,571,240		12,558,559		0
Total Special Revenue Funds	172,536,559	95,266,931		77,269,628		404
Total - All Funds	325,072,004	245,810,165	1,992,211	77,269,628		953

5-YEAR REQUIREMENTS TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Behavioral Health	197,300,042	116,439,381	116,023,908	132,119,003	152,535,445
Mental Health Services Act	119,585,473	145,987,696	139,885,288	134,845,118	148,406,760
Block Grant Carryover Program	14,185,259	14,757,697	18,789,279	20,975,510	21,789,020
Court Alcohol & Drug Program	1,313,371	1,418,406	1,408,636	1,371,284	1,719,989
Driving Under the Influence Program	479,537	542,316	616,004	694,355	620,790
Total	332,863,682	279,145,496	276,723,115	290,005,270	325,072,004

5-YEAR SOURCES TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Behavioral Health	195,307,831	114,447,170	114,031,697	130,126,792	150,543,234
Mental Health Services Act	80,580,439	93,448,103	68,277,594	71,721,487	83,695,691
Block Grant Carryover Program	10,890,373	11,097,502	11,173,848	11,792,819	10,946,230
Court Alcohol & Drug Program	506,315	483,069	444,899	391,000	401,010
Driving Under the Influence Program	284,766	240,969	249,206	284,000	224,000
Total	287,569,724	219,716,813	194,177,244	214,316,098	245,810,165

5-YEAR NET COUNTY COST TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Behavioral Health	1,992,211	1,992,211	1,992,211	1,992,211	1,992,211
Total	1,992,211	1,992,211	1,992,211	1,992,211	1,992,211

5-YEAR FUND BALANCE TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Mental Health Services Act	39,005,034	52,539,593	71,607,694	63,123,631	64,711,069
Block Grant Carryover Program	3,294,886	3,660,195	7,615,431	9,182,691	10,842,790
Court Alcohol & Drug Program	807,056	935,337	963,737	980,284	1,318,979
Driving Under the Influence Program	194,771	301,347	366,798	410,355	396,790
Total	43,301,747	57,436,472	80,553,660	73,696,961	77,269,628



Behavioral Health

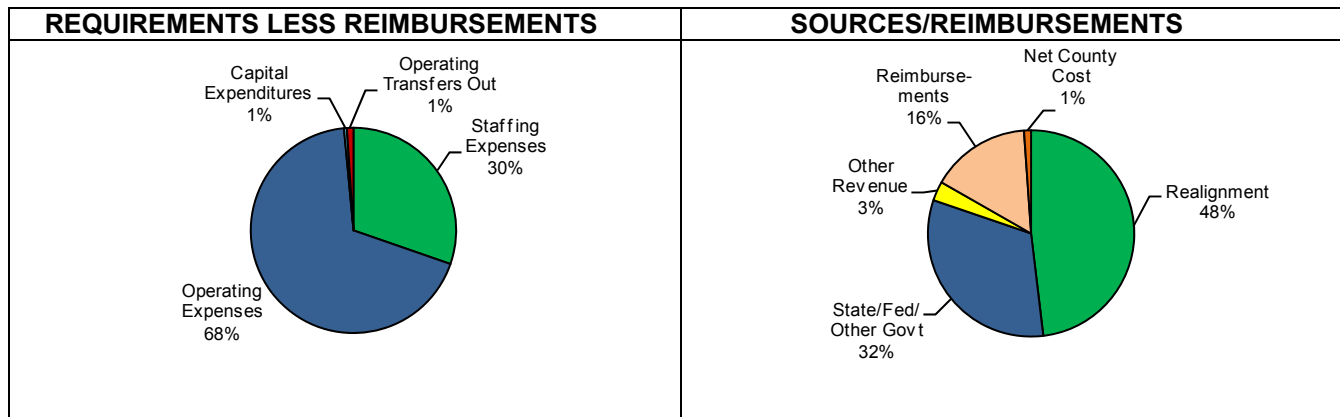
DESCRIPTION OF MAJOR SERVICES

The Department of Behavioral Health is responsible for providing mental health services to County residents who are either unable to afford treatment or do not live in proximity to private services. Treatment is provided to all age groups, with primary emphasis placed on treating children, families and chronically mentally ill adults (in that priority). Services are delivered throughout the County via a network of Department-operated clinics, community-based contract providers (residential and psychiatric skilled nursing facilities and acute hospitals), public schools, and other community-based settings. Services include: information and referrals, community outreach, client self-help and support groups, a variety of children's programs, mentally ill homeless program, employment services, case management, crisis and transitional residential assistance, augmented board and care placements, conservatorship services, supportive housing services and client transportation assistance. The Department has an Alcohol and Drug Services (ADS) organizational unit which provides comprehensive substance abuse prevention and treatment programs to county residents. The Department also operates as a training setting by administering various internship programs and offering continuing education for licensed department and contractor staff.

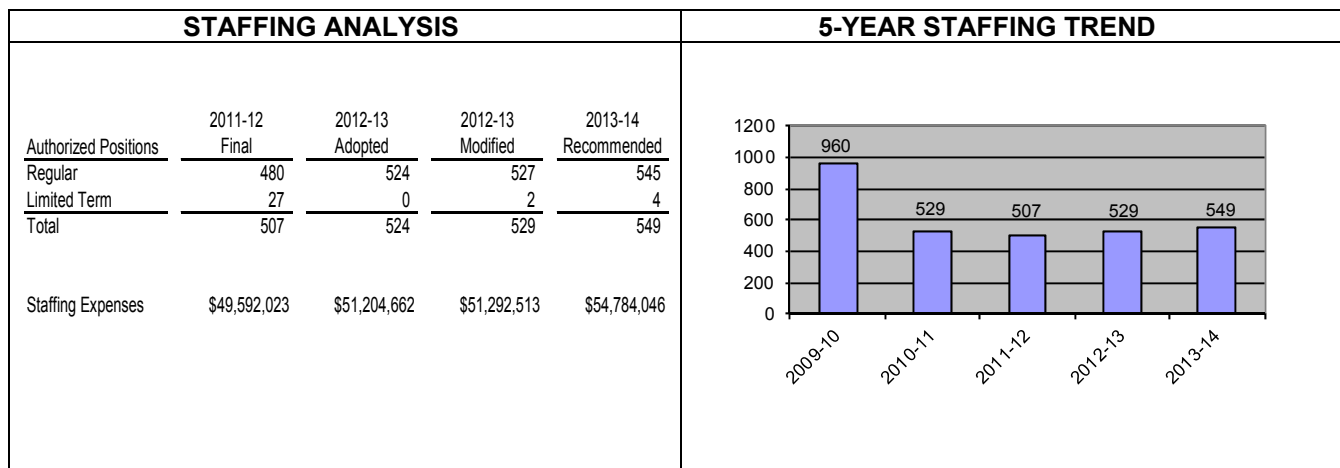
Budget at a Glance

Total Requirements	\$152,535,445
Total Sources	\$150,543,234
Net County Cost	\$1,992,211
Total Staff	549
Funded by Net County Cost	1%

2013-14 RECOMMENDED BUDGET



BUDGETED STAFFING



ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Behavioral Health
FUND: General

BUDGET UNIT: AAA MLH
FUNCTION: Health and Sanitation
ACTIVITY: Hospital Care

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	66,033,809	41,230,975	42,297,483	45,145,466	51,292,513	54,784,046	3,491,533
Operating Expenses	135,980,063	96,826,824	95,606,826	105,193,780	104,385,268	123,291,083	18,905,815
Capital Expenditures	490,132	0	52,650	256,200	713,381	833,103	119,722
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	202,504,004	138,057,799	137,956,959	150,595,446	156,391,162	178,908,232	22,517,070
Reimbursements	(8,076,011)	(23,850,322)	(24,177,009)	(23,562,058)	(26,114,912)	(28,215,540)	(2,100,628)
Total Appropriation	194,427,993	114,207,477	113,779,950	127,033,388	130,276,250	150,692,692	20,416,442
Operating Transfers Out	1,842,753	1,842,753	1,842,753	1,842,753	1,842,753	1,842,753	0
Total Requirements	196,270,746	116,050,230	115,622,703	128,876,141	132,119,003	152,535,445	20,416,442
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	49,854,951	42,142,958	52,999,648	50,552,741	83,661,068	86,837,060	3,175,992
State, Fed or Gov't Aid	76,876,917	69,411,012	57,998,084	73,963,937	44,741,761	57,996,689	13,254,928
Fee/Rate	272,844	289,235	217,637	250,468	212,900	247,300	34,400
Other Revenue	2,207,064	2,375,213	2,414,902	2,116,784	1,511,063	5,462,185	3,951,122
Total Revenue	129,211,776	114,218,418	113,630,271	126,883,930	130,126,792	150,543,234	20,416,442
Operating Transfers In	65,207,152	0	222	0	0	0	0
Total Sources	194,418,928	114,218,418	113,630,493	126,883,930	130,126,792	150,543,234	20,416,442
Net County Cost	1,851,818	1,831,812	1,992,210	1,992,211	1,992,211	1,992,211	0
Budgeted Staffing					529	549	20

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

Operating expenses of \$123.3 million are comprised mostly of contracted and specialized professional services, and make up the majority of the Department's expenditures within this budget unit for 2013-14. Staffing expenses of \$54.8 million are the other major expense category of the Department. Together these expenses fund programs and clinics necessary to provide mental health services to County residents. Realignment, State, and Federal revenues of \$144.8 million are provided through Sales Tax, Vehicle License Fees, Medi-Cal, Medi-Cal for the Low Income Health Program, Managed Care, AB109 Public Safety Realignment program, and Federal Grants. Other revenue in the amount of \$5.5 million is made up of Social Security Administration payments and reimbursements from other agencies such as Children and Family Services, Desert Mountain Selpa, and First Five.

BUDGET CHANGES AND OPERATIONAL IMPACT

In 2013-14, staffing expenses are increasing by \$3.5 million over the prior year budget. These increases reflect savings from vacant positions in 2012-13, projected step advancements, employee benefits such as employee group insurance, increased retirement and earned leave related costs, and a net increase of 20 positions. The Screening, Assessment, Referral, and Treatment (SART) program and the AB109 Public Safety Realignment program will be expanding in 2013-14 with the addition of 4 and 9 positions, respectively. Additionally, increased demand for clinical services resulted in 6 new positions.

Operating expenses are increasing by \$18.9 million. An increase of \$11.0 million in the Department's Arrowhead Regional Medical Center (ARMC) contract is attributed to anticipated increases in the Low Income Health Plan (LIHP) and Medical Expansion consumers as a result of the Affordable Health Care Act of 2010. The Department is assuming full responsibility for the SART program from the Children and Family Services Department requiring a \$4.0 million expansion. Another \$4.5 million increase in expenses is for the purchase of equipment and other costs such as furnishings for capital improvement projects. These increases are partially offset with decreased expenditures for information technology, vehicles, and general liability.



Reimbursements are increasing by \$2.1 million due primarily to an increase in the Alcohol & Drug Services CalWORKs program. Also included are reimbursements from Mental Health Services Act (MHSA) psychiatric services and reimbursement for space occupied by ARMC at the County of San Bernardino Behavioral Health Center.

Sources are increasing by \$20.4 million. Realignment revenue is increasing by \$3.2 million due primarily to increases to the Managed Care Allocation from the Department of Health Care Services, increased AB109 Public Safety Realignment program funding and increased funding of the Early and Periodic Screening, Diagnosis, and Treatment (EPSDT) program. State and Federal Aid is increasing by \$13.2 million due primarily to increases in Medi-Cal programs. Other revenue is increasing by approximately \$4.0 million because of the expansion of the SART program.

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$54.8 million fund 549 budgeted positions of which 545 are regular positions and 4 are limited term positions. The budget includes a total of 19 new positions: 4 Alcohol and Drug Counselors, 4 Clinical Therapist I, 1 Contract Mental Health Staff Physician, 3 Psychiatrists; 1 Contract Psychiatrist and 2 Office Assistant IIIs, as well as 1 Contract Office Assistant III, 1 Contract Automated Systems Analyst II, 1 Contract Business Systems Analyst II, and 1 Contract Clinical Therapist I for the new SART program. Additional changes, including transfers and deletions, resulted in a net increase of 20 budgeted positions.



2013-14 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
24-Hour and Emergency Services	83	0	83	62	21	0	83
Administrative Services	49	1	50	45	4	1	50
Office of Compliance	14	0	14	14	0	0	14
Director	5	0	5	5	0	0	5
Program Support Services	40	1	41	32	6	3	41
Regional Operations	82	0	82	78	4	0	82
Alcohol and Drug Services	78	0	78	63	6	9	78
Regional Operations and Children's Services	148	2	150	132	15	3	150
Medical Services	46	0	46	40	3	3	46
Total	545	4	549	471	59	19	549

24-Hour and Emergency Services

Classification
4 Alcohol and Drug Counselor
20 Clinical Therapist I
8 Clinical Therapist II
1 Deputy Director BH Program Services
2 Employment Services Specialist
1 Fiscal Assistant
3 General Services Worker II
4 MentalHealth Clinic Supervisor
1 Mental Health Program Manager I
2 Mental Health Program Manager II
13 Mental Health Specialist
1 Occupational Therapist II
3 Office Assistant II
6 Office Assistant III
2 Psychiatric Aide
2 Psychiatric Technician I
2 Secretary I
7 Social Worker II
1 Supervising Office Assistant
83 Total

Director

Classification
1 Director of Behavioral Health
1 Executive Secretary II
1 Office Assistant III
1 Office Assistant IV
1 Secretary II
5 Total

Administrative Services

Classification
3 Accountant II
3 Accountant III
1 Accounting Technician
1 Administrative Manager
1 Administrative Supervisor I
1 Administrative Supervisor II
2 Automated Systems Analyst I
6 Automated Systems Technician
1 Business Applications Manager
1 Contr Automated Systems Analyst II
1 Deputy Director BH Admin Services
2 Fiscal Assistant
7 Fiscal Specialist
1 Mental Health Auditor
2 Office Assistant II
5 Office Assistant III
2 Payroll Specialist
1 Secretary II
1 Staff Analyst II
5 Storekeeper
1 Supervising Office Assistant
1 Supervising Office Specialist
1 Supervising Auto Systems Analyst I
50 Total

Program Support Services

Classification
1 Administrative Supervisor II
1 Contr Business Systems Analyst II
8 Clinical Therapist I
2 Clinical Therapist II
1 Dep Dir BH Qual Mgt
4 Mental Health Nurse II
1 Mental Health Program Mgr II
1 Mental Health Clinic Supervisor
1 Nurse Supervisor
13 Office Assistant III
1 Office Assistant IV
1 Public Service Employee
1 Research & Planning Psycholgst
2 Secretary I
1 Secretary II
1 Staff Analyst II
1 Supervising Office Assistant
41 Total

Office Of Compliance

Classification
1 Behavioral Health Med Rec Supv
1 BH Ethics & Compliance Coordin
1 Chief Compliance Officer -BH
2 Clinical Therapist I
1 Medical Emer. Planning Spclst
1 Mental Health Program Mgr I
2 Office Assistant II
1 Office Assistant III
2 Office Specialist
2 Social Worker II
14 Total

Regional Operations

Classification
19 Clinical Therapist I
2 Clinical Therapist II
1 Deputy Director BH Program Services
2 General Services Worker II
6 Mental Health Clinic Supervisor
3 Mental Health Nurse II
1 Mental Health Program Manager II
10 Mental Health Specialist
15 Office Assistant II
7 Office Assistant III
2 Office Assistant IV
3 Office Specialist
4 Psychiatric Technician I
1 Secretary I
4 Social Worker II
1 Supervising Office Assistant
1 Supervising Office Specialist
82 Total



Alcohol and Drug Services		Regional Operations and Children Services		Medical Services	
<u>Classification</u>		<u>Classification</u>		<u>Classification</u>	
1	Assistant Director	4	Alcohol and Drug Counselor	1	Behavioral Health Medical Director
18	Alcohol and Drug Counselor	43	Clinical Therapist I	6	Contract Adult Psychiatrist
5	Clinical Therapist I	11	Clinical Therapist II	6	Contract Child Psychiatrist
2	Contract Mental Health Staff Physician	1	Contract Office Assistant III	1	Contract LeadChildPsychiatrist
1	Contract Adult Psychiatrist Board Cert	1	Contract Clinical Therapist I	1	Contract P/T Adult Psychiatrist
1	Mental Health Clinic Supervisor	1	Deputy Director BH Program Services	4	Contract Adult Psychiatrist Board Cert
1	Mental Health Program Manager I	2	General Services Worker II	1	Contr P/T Adult Psychiatrist Board Cert
2	Mental Health Program Manager II	10	Mental Health Clinic Supervisor	1	Office Assistant III
5	Mental Health Specialist	3	Mental Health Nurse II	24	Psychiatrist
2	Occupational Therapist II	1	Mental Health Program Manager I	1	Secretary II
2	Occupational Therapy Assistant	4	Mental Health Program Manager II	46	Total
4	Office Assistant II	4	Mental Health Specialist		
7	Office Assistant III	1	Occupational Therapist II		
2	Office Specialist	11	Office Assistant II		
1	Program Specialist I	20	Office Assistant III		
3	Secretary I	4	Office Assistant IV		
1	Secretary II	6	Office Specialist		
16	Social Worker II	3	Psychiatric Technician I		
1	Staff Analyst II	4	Secretary I		
1	Supervising Office Assistant	12	Social Worker II		
1	Supervising Office Specialist	2	Supervising Office Assistant		
1	Supervising Social Worker	2	Supervising Office Specialist		
78	Total	150	Total		



Mental Health Services Act

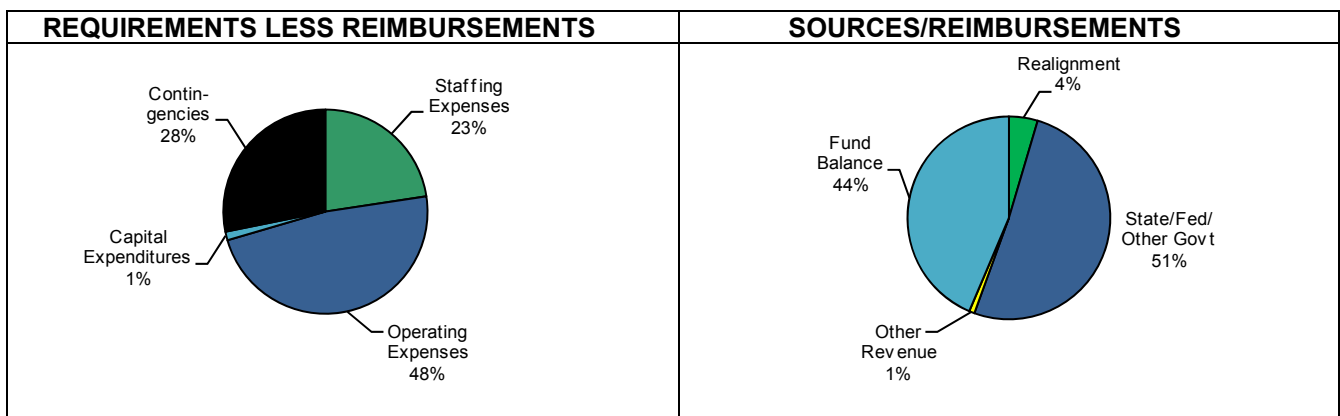
DESCRIPTION OF MAJOR SERVICES

On November 2, 2004, voters passed Proposition 63, which established a state personal income tax surcharge of one percent on the portion of taxpayers' annual taxable income that exceeds \$1 million. The proposition was enacted into law as the Mental Health Services Act (MHSA) effective January 1, 2005. The overall purpose and intent is "to reduce the long-term adverse impact on individuals, families, and state and local budgets resulting from untreated serious mental illness to insure that all funds are expended in the most cost effective manner and to ensure accountability to taxpayers and to the public."

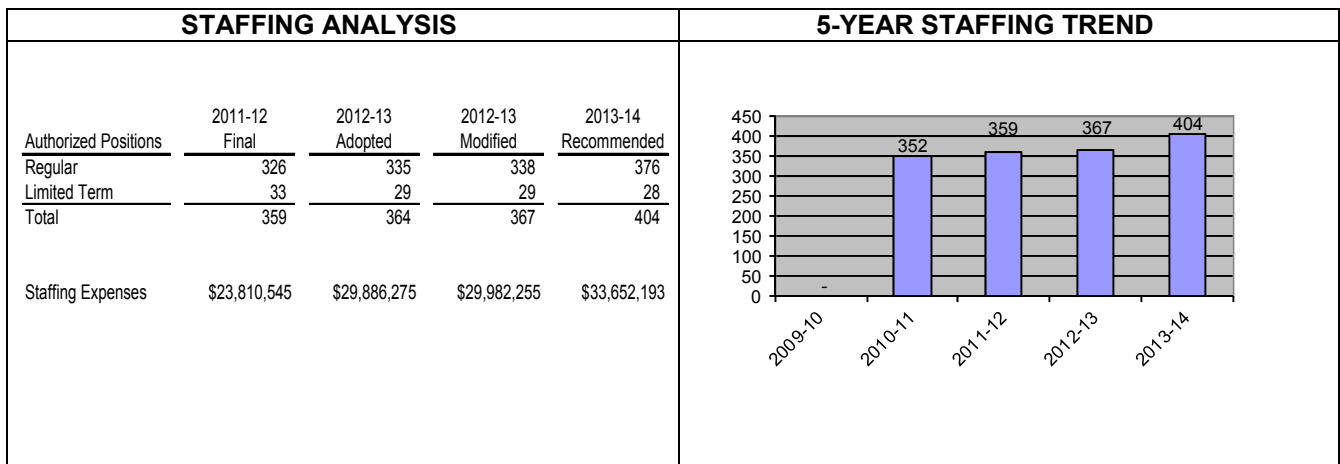
Budget at a Glance

Total Requirements	\$148,406,760
Total Sources	\$83,695,691
Fund Balance	\$64,711,069
Use of Fund Balance	\$22,779,739
Total Staff	404

2013-14 RECOMMENDED BUDGET



BUDGETED STAFFING



ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Behavioral Health
FUND: Mental Health Services Act

BUDGET UNIT: RCT MLH
FUNCTION: Health and Sanitation
ACTIVITY: Hospital Care

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	0	23,084,325	23,810,545	26,259,703	29,982,255	33,652,193	3,669,938
Operating Expenses	0	44,454,671	54,054,758	57,818,037	67,116,191	71,268,918	4,152,727
Capital Expenditures	0	891,945	4,995	2,085,950	7,298,159	2,042,890	(5,255,269)
Contingencies	0	0	0	0	30,870,321	41,931,330	11,061,009
Total Exp Authority	0	68,430,941	77,870,299	86,163,690	135,266,926	148,895,331	13,628,405
Reimbursements	0	(249,003)	(1,092,500)	(347,501)	(421,808)	(488,571)	(66,763)
Total Appropriation	0	68,181,938	76,777,799	85,816,189	134,845,118	148,406,760	13,561,642
Operating Transfers Out	61,938,442	0	0	0	0	0	0
Total Requirements	61,938,442	68,181,938	76,777,799	85,816,189	134,845,118	148,406,760	13,561,642
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	4,890,596	6,614,206	6,802,888	188,682
State, Fed or Gov't Aid	79,012,087	91,916,293	67,633,938	80,669,013	64,275,227	75,601,779	11,326,552
Fee/Rate	0	(234)	0	0	0	0	0
Other Revenue	1,568,352	426,879	637,594	817,422	832,054	1,291,024	458,970
Total Revenue	80,580,439	92,342,938	68,271,531	86,377,031	71,721,487	83,695,691	11,974,204
Operating Transfers In	0	0	0	1,026,596	0	0	0
Total Sources	80,580,439	92,342,938	68,271,531	87,403,627	71,721,487	83,695,691	11,974,204
Fund Balance					63,123,631	64,711,069	1,587,438
Budgeted Staffing					367	404	37

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

Staffing expenses of \$33.7 million fund 404 budgeted positions. Operating expenses of \$71.3 million is comprised primarily of professionally contracted services and supplies (\$56.6 million) and interdepartmental transfers (\$12.1 million). Services and supplies account for administrative and program expenditures to execute the approved MHSA plans of which \$46.5 million are for contracted services with non-governmental organizations. Interdepartmental transfers will distribute \$12.1 million for program collaborations with Human Services, Probation, Public Defender, Children's Network, Preschool Services, Sheriff/Coroner/Public Administrator and Superintendent of Schools as well as expenditures incurred for leases paid by Real Estate Services and office supplies purchased through the Purchasing Department.

Capital expenditures of \$2.0 million are for various fixed assets, equipment and capitalized software purchases necessary for various capital improvement projects, such as: the relocation of the Pathways Clubhouse house, Upland Community Counseling Clinic and Ontario Community Counseling Clinics and relocation of the Barstow Community Counseling Clinic. Additional projects include the continuation of the Technology Component core projects that will allow Behavioral Health to move towards achieving an Integrated Information System Infrastructure.

Reimbursements of \$0.5 million are received from Human Services for shared costs in providing services related to the Office of Homeless Services, administrative support provided by Behavioral Health administration and salary reimbursements from Behavioral Health Alcohol and Drug Services.

State aid revenue of \$81.1 million reflect the projected receipts of \$61.4 million for the Mental Health Services Act, \$6.8 million from Early and Periodic Screening, Diagnosis and Treatment (EPSDT), \$12.9 million from Medi-Cal Federal Financial Participation, and \$1.3 million from the Substance Abuse and Mental Health Services Administration (SAMSHA), Project for Assistance in Transition from Homelessness (PATH) and Housing and Urban Development Housing Management Information System grants. Other revenue of \$1.3 million includes Institute of Mental Disease reimbursements, rent reimbursement and earned interest.



BUDGET CHANGES AND OPERATIONAL IMPACT

Operating expenses are increasing by a net \$4.2 million due to increases to contracted service providers for mental health and prevention services in the amount of \$4.9 million. The increase primarily reflects expansion of projects specific to the Prevention and Early Intervention Expansion plan that was approved by the Board of Supervisors on December 18, 2012. In addition, interdepartmental transfer projections are increasing by \$0.9 million resulting from a new Memorandum of Understanding with County departments such as Children's Network, Children and Family Services, Probation and Public Defender. These increased costs are offset by decreases of \$1.6 million for revised quotes for technology projects and MOU reclassifications.

Capital expenditures are projected to decrease by \$5.3 million. The decrease is the result of various prior year, one time only projects being completed in 2012-13, revised quotes and accounting adjustments, and expensing of items previously budgeted as capital expenditures.

MHSA funding is projected to increase by \$9.9 million. This increase is based on 2012-13 personal income tax surcharge cash distribution being higher than expected. Medi-Cal revenue is projected to increase by \$1.0 million with the expansion of Screening, Assessment, Referral and Treatment (SART) services within the Prevention and Early Intervention component.

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$33.7 million fund 404 budgeted positions of which 376 are regular positions and 28 are limited term positions. Staffing expenses have increased to support programs proposed and approved through the Mental Health Services Act Community Program Planning Process for 2013-14. Forty new positions are recommended for the expansion of recovery services, triage mental health services, clinical assessment services, community crisis services and administrative support. Along with other staffing changes, the net increase to the Department is 37 positions and an increase in staffing expenses of \$3.7 million.

As part of the expansion of MHSA services for programs within administrative support, recovery services, triage mental health services, clinical assessment services and community crisis services, Behavioral Health is requesting the following new positions to support the 24 Hour Services Adult and Older Adult Division, Community Support Services Psychiatrist Diversion Program and a new program that will support recovery activities through engagement teams embedded in the behavioral health clinics.

- 1 Clinical Therapist I
- 4 Clinical Therapist II
- 8 Mental Health Specialist

Behavioral Health Administrative Division is requesting the following to provide administrative support now and for future expansion. These positions will also support the implementation and management of the Behavioral Health Management Information System and Electronic Health Records system which are core technology projects that will allow Behavioral Health to move towards achieving an Integrated Information System Infrastructure.

- 1 Accountant III
- 1 Automated Systems Analyst I
- 2 Automated Systems Technician
- 1 Business Systems Analyst I
- 1 Business Systems Analyst III
- 1 Contract Project Manager
- 1 Fiscal Specialist
- 2 Peer and Family Advocate I
- 1 Secretary I
- 1 Staff Analyst II

Behavioral Health Program Support Services Division following new positions will support mandated quality managements and case management activities for Behavioral Health clients that are supported by MHSA programs:

- 1 Clinical Therapist
- 1 Office Assistant IV
- 1 Program Specialist II
- 1 Staff Aide



Regional Operations and Children's Services Division is requesting the following to support Transitional Age Youth activities and for the implementation of a newly proposed program at the County Behavioral Health Clinics that improve assessment and referral services to meet the Mental Health Plan requirements for adult clients served at County clinics and hospitals.

- 9 Clinical Therapist
- 1 Mental Health Nurse
- 1 Staff Analyst II

2013-14 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
24 Hour Services and Emergency Services	188	0	188	157	18	13	188
Administrative Services	55	1	56	43	1	12	56
Office of Compliance	7	0	7	4	3	0	7
Office of Homeless Services	5	0	5	5	0	0	5
Program Support Services	63	24	87	78	5	4	87
Alcohol and Drug Services	1	0	1	1	0	0	1
Regional Operations and Children's Services	41	3	44	37	6	1	44
Regional Operations	10	0	10	0	0	10	10
Office of Cultural Competence & Ethnic Services	6	0	6	3	3	0	6
Total	376	28	404	328	36	40	404

24-Hour Services and Emergency Services	Administrative Services	Office of Compliance
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
1 Administrative Manager	2 Accountant III	2 Office Assistant III
2 Alcohol and Drug Counselor	1 Accounting Technician	1 Office Assistant IV
47 Clinical Therapist I	3 Administrative Supervisor I	1 Peer and Family Advocate III
12 Clinical Therapist II	1 Administrative Supervisor II	3 Staff Analyst II
4 General Services Worker II	3 Automated Systems Analyst I	<u>7</u> Total
4 Mental Health Clinic Supervisor	2 Automated Systems Analyst II	
1 Mental Health Education Consul	4 Automated Systems Technician	
3 Mental Health Nurse II	2 Business Systems Analyst I	
3 Mental Health Program Manager I	3 Business Systems Analyst II	
2 Mental Health Program Manager II	2 Business Systems Analyst III	
34 Mental Health Specialist	1 Contract Project Manager	
8 Mental Health Clinic Supervisor	1 Fiscal Assistant	
1 Occupational Therapist II	4 Fiscal Specialist	
7 Office Assistant II	2 Mental Health Auditor	
14 Office Assistant III	2 Office Assistant III	
1 Office Specialist	2 Payroll Specialist	
2 Peer and Family Advocate II	2 Peer and Family Advocate I	
4 Peer and Family Advocate III	2 Secretary I	
2 Program Specialist I	1 Staff Analyst I	
5 Psychiatric Technician I	14 Staff Analyst II	
2 Secretary I	1 Supervising Accountant II	
1 Secretary II	1 Supervising Fiscal Specialist	
25 Social Worker II	<u>56</u> Total	
2 Staff Analyst II		
1 Supervising Office Assistant		
<u>188</u> Total		



Office of Homeless ServicesClassification

- 1 Mental Health Program Manager I
- 2 Program Specialist I
- 1 Secretary I
- 1 Staff Analyst II
- 5 Total

Program Support ServicesClassification

- 2 Administrative Manager
- 1 Administrative Supervisor I
- 1 Alcohol and Drug Counselor
- 1 Automated Systems Analyst I
- 3 Business Systems Analyst I
- 3 Clinical Therapist I
- 18 Graduate Student Intern
- 2 Mental Health Education Consultant
- 3 Mental Health Intern Program Supv
- 2 Mental Health Program Manager I
- 2 Mental Health Nurse II
- 5 Mental Health Specialist
- 1 Office Assistant II
- 7 Office Assistant III
- 1 Office Assistant IV
- 7 Peer and Family Advocate II
- 3 Peer and Family Advocate I
- 2 Peer and Family Advocate III
- 2 Program Specialist I
- 4 Program Specialist II
- 1 Psychiatrist
- 1 Secretary I
- 1 Social Worker II
- 1 Staff Aide
- 3 Staff Analyst II
- 1 Statistical Analyst
- 6 Student Intern
- 2 Training and Development Specialist
- 1 Volunteer Services Coordinator
- 87 Total

Alcohol and Drug ServicesClassification

- 1 Program Specialist I
- 1 Total

Regional Operations and Children's ServicesClassification

- 1 Alcohol and Drug Counselor
- 11 Clinical Therapist I
- 1 Clinical Therapist II
- 3 Contract Community Liaison
- 2 Employment Services Specialist
- 2 General Services Worker II
- 1 Mental Health Nurse II
- 1 Mental Health Program Manager I
- 1 Mental Health Program Manager II
- 1 Mental Health Specialist
- 2 MentalHealth Clinic Supervisor
- 4 Office Assistant III
- 2 Peer and Family Advocate II
- 1 Peer and Family Advocate I
- 1 Peer and Family Advocate III
- 2 Program Specialist I
- 1 Secretary I
- 4 Social Worker II
- 3 Staff Analyst II
- 44 Total

Regional OperationsClassification

- 9 Clinical Therapist I
- 1 Mental Health Nurse II
- 10 Total

Office of Cultural Competence and Ethnic ServicesClassification

- 1 Cultural Competency Officer
- 1 Mental Health Education Consul
- 1 Secretary I
- 2 Social Worker II
- 1 Staff Analyst I
- 6 Total



Special Revenue Funds – Consolidated

DESCRIPTION OF MAJOR SERVICES

Block Grant Carryover Program are funds utilized by Alcohol and Drug Services (ADS) to maintain money received from the State Department of Alcohol and Drug Programs (ADP) under a multi-year cost reimbursement contract that allows the County to retain unused federal Substance Abuse Prevention and Treatment (SAPT) funds for use in the next fiscal year. These funds are to be spent on alcohol abuse prevention, education, and treatment in schools and the community as described in the annual update to the contract between County and the State. Funds are transferred to ADS general fund budget unit based on the needs of the program.

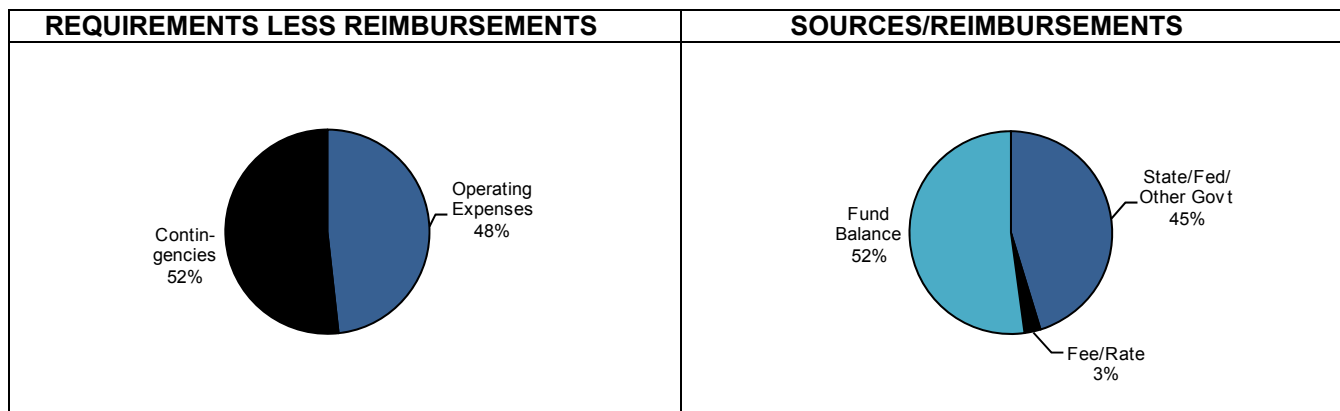
Budget at a Glance

Total Requirements	\$24,129,799
Total Sources	\$11,571,240
Fund Balance	\$12,558,559
Use of Fund Balance	\$76,552
Total Staff	0

Court Alcohol and Drug Program funding is provided by three sources. The Statham funds, which are fines collected from individuals convicted of Driving Under the Influence (DUI) offenses; Senate Bill 921, which requires persons convicted of an offense involving a controlled substance to pay a drug program fee in an amount not to exceed \$100 for each separate offense; and by Senate Bill 920 that requires persons convicted of specific alcohol related offenses to pay an additional alcohol abuse education and prevention penalty assessment in an amount not to exceed \$50. Funds are distributed to the ADS programs.

Driving Under the Influence Program as per Title 9, Division 4, Chapter 3, 9878 (m) of the State regulations and Health and Safety Code 11837.8 (a), the Department of Behavioral Health charges fees to privately owned and operated vendors for monitoring Penal Code (PC) 1000 and DUI programs. Supervision of these programs resides with the County as indicated by Vehicle Code Section 1660.7, which states that the supervision and regulation of the first offender program resides with the County. Fees collected from privately owned and operated DUI programs within the County are deposited into this fund. Funds are then transferred to the ADS unit, as needed, to meet the costs of staff assigned to this function. These funds can only be used for the cost of monitoring PC 1000 and DUI programs.

2013-14 RECOMMENDED BUDGET



ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Behavioral Health
FUND: Special Revenue Funds - Consolidated

BUDGET UNIT: Various
FUNCTION: Health and Sanitation
ACTIVITY: Hospital Care

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	0	10,159,489	11,311,423	10,432,615	11,905,986	11,647,792	(258,194)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	11,135,163	12,482,007	1,346,844
Total Exp Authority	0	10,159,489	11,311,423	10,432,615	23,041,149	24,129,799	1,088,650
Reimbursements	0	0	0	0	0	0	0
Total Appropriation	0	10,159,489	11,311,423	10,432,615	23,041,149	24,129,799	1,088,650
Operating Transfers Out	11,144,497	0	0	0	0	0	0
Total Requirements	11,144,497	10,159,489	11,311,423	10,432,615	23,041,149	24,129,799	1,088,650
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	1,256,776	0	0	0	0
State, Fed or Gov't Aid	10,804,582	11,023,062	10,806,439	11,746,015	11,745,519	10,898,930	(846,589)
Fee/Rate	834,060	730,173	688,408	618,128	665,245	618,609	(46,636)
Other Revenue	106,023	89,225	56,135	53,701	57,055	53,701	(3,354)
Total Revenue	11,744,665	11,842,460	12,807,758	12,417,844	12,467,819	11,571,240	(896,579)
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	11,744,665	11,842,460	12,807,758	12,417,844	12,467,819	11,571,240	(896,579)
Fund Balance					10,573,330	12,558,559	1,985,229
Budgeted Staffing					0	0	0

DETAIL OF 2013-14 RECOMMENDED BUDGET

	2013-14			
	Requirements	Sources	Fund Balance	Staffing
Special Revenue Funds				
Block Grant Carryover Program (Fund SDH)	21,789,020	10,946,230	10,842,790	0
Court Alcohol and Drug Program (Fund SDI)	1,719,989	401,010	1,318,979	0
Driving Under the Influence Program (Fund SDC)	620,790	224,000	396,790	0
Total Special Revenue Funds	24,129,799	11,571,240	12,558,559	0

Block Grant Carryover Program has requirements of \$21.8 million which includes contingencies of \$10.4 million. Operating expenses of \$11.3 million primarily consists of transfers to the Department of Behavioral Health's general fund budget unit for salaries and benefits as well as services and supplies costs related to alcohol abuse prevention, education, and treatment in schools and the community. Sources of \$10.9 million are primarily from federal aid received through State Department of Alcohol and Drug programs.

Court Alcohol and Drug Program has requirements of \$1.7 million, including contingencies of \$1.7 million. Operating expenses of \$62,315 are used to fund Alcohol and Drug Programs as needed. Sources of \$0.4 million include fines collected from DUI offenders and interest revenue.

Driving Under the Influence Program has requirements of \$0.6 million which includes contingencies of \$383,421. Operating expenses of \$237,369 fund the Alcohol and Drug Services unit to cover salaries and benefits and other miscellaneous expenditures to monitor the DUI/Deferred for Entry of Judgment programs. Sources of \$224,000 include DUI fees paid by program providers and interest revenue.



BUDGET CHANGES AND OPERATIONAL IMPACT

Consolidated Special Revenue Funds have requirements totaling \$24.1 million and represent a net increase of \$1.1 million. Total sources are \$11.6 million, a net decrease of \$0.9 million. Consolidated fund balance has increased by \$2.0 million and is primarily due to total expenditure reductions from programs experiencing savings from position vacancies and under spending due to program changes in 2012-13. Funds are transferred to the ADS budget unit within the General Fund as needed to meet the costs of staff assigned to ADS programs.

STAFFING CHANGES AND OPERATIONAL IMPACT

There is no budgeted staffing in these consolidated special revenue funds.



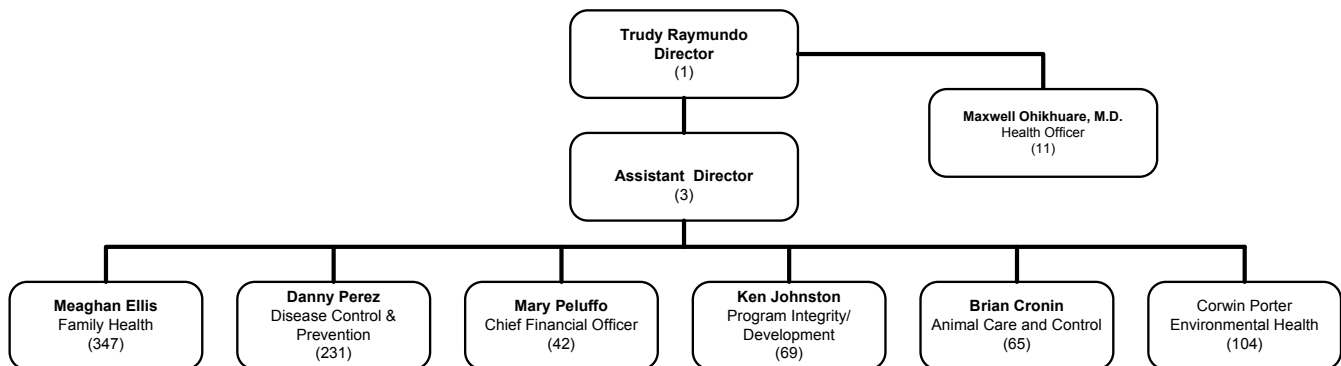
PUBLIC HEALTH Trudy Raymundo

DEPARTMENT MISSION STATEMENT

The Department of Public Health provides community and preventive health services that promote and improve the health, safety and quality of life of San Bernardino County residents and visitors.



ORGANIZATIONAL CHART



2012-13 ACCOMPLISHMENTS

- Environmental Health Services Division received a National Association of County and City Health Officials (NACCHO) award and a California Conference of Directors of Environmental Health Excellence in Environmental Health award in the area of Information Technology for the development of a mobile website.
- Environmental Health partnered with the Food and Drug Administration and enrolled in National Retail Food Regulatory Program Standards program.
- Environmental Health conducted Industry Roundtables for restaurant, water system and public pool operators.
- The Community Health Division opened the Hesperia Health Center under its Federally Qualified Health Center status in January 2012. An open house celebrated this accomplishment in April 2012. Plans are underway to expand the physical plant at this site through a Capacity Building Grant in 2013-14.
- During 2012-13, the Healthy Communities Program increased its "healthy city" network to 19 partner cities, four unincorporated areas and one region, covering 1.7 million people, or 85% of the County's population.
- The new CA-PREP (California Personal Responsibility Education Program) teen pregnancy prevention program is geared toward youth ages 13 - 19 with curriculum that is youth-driven and youth-specific. The program is on track to exceed its goal of completing 524 participants in 2012-13.
- In late 2012, the Department successfully negotiated a long-term Animal Care and Control contract with the Town of Apple Valley, developing a partnership with another governmental agency to serve the animal care and control needs of the individuals in the High Desert.
- The Animal Care and Control Division conducted 49 off-site animal adoption events in 2011-12 and anticipates increasing that number to 50 adoption events in 2012-13.



COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

COUNTY GOAL: CREATE, MAINTAIN AND GROW JOBS AND ECONOMIC VALUE IN THE COUNTY

Objective(s): • *Provide stable governmental leadership, consistent decision-making and efficient processing to inspire confidence in investors.*

Department Strategy: • *To achieve an essential element of Public Health Accreditation and ensure stable departmental leadership into the future, implement Public Health Leadership training.*
• *Environmental Health will increase the number of Industry Roundtables to ensure and promote the viability, success and safety of businesses throughout the County.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Public Health Leadership Trainings: total staff attendance at leadership trainings for current and emerging Public Health leaders.	N/A	N/A	N/A	175
Industry Roundtables: total number of unique businesses that will participate during sessions.	16	64	72	83

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

Objective(s): • *Promote public/private collaboration and projects that help to meet the health and human service needs of county residents.*

Department Strategy: • *Develop and conduct community-based emergency preparedness training to increase resiliency within vulnerable populations.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Community Resilience Trainings: total number of participants during community resiliency trainings targeted at vulnerable populations.	N/A	N/A	N/A	100

COUNTY GOAL: IMPLEMENT THE COUNTYWIDE VISION

Objective(s): • *Continue the County role of convening conversations on community collaboration and collective action.*

Department Strategy: • *Conduct community wide engagement meetings that will encourage alignment around a common agenda; focus strategies around common goals and develop metrics for measuring success.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Total number of community stakeholders that will participate in the Community Vital Signs Initiative to provide input regarding indicators, priorities, and strategies for collective action.	N/A	N/A	N/A	375



SUMMARY OF BUDGET UNITS

	2013-14					
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<u>General Fund</u>						
Public Health	78,546,440	74,445,996	4,100,444			707
California Children's Services	21,008,999	16,335,156	4,673,843			166
Indigent Ambulance	472,501	0	472,501			0
Total General Fund	100,027,940	90,781,152	9,246,788			873
<u>Special Revenue Funds</u>						
Special Revenue Funds - Consolidated	8,288,561	4,187,767		4,100,794		0
Total Special Revenue Funds	8,288,561	4,187,767		4,100,794		0
Total - All Funds	108,316,501	94,968,919	9,246,788	4,100,794		873

5-YEAR REQUIREMENTS TREND					
	2009-10	2010-11	2011-12	2012-13	2013-14
Public Health	73,552,097	63,168,103	63,651,180	73,735,476	78,546,440
California Children's Services	15,711,573	15,433,361	15,876,479	19,568,371	21,008,999
Indigent Ambulance	472,501	472,501	472,501	472,501	472,501
Bio-Terrorism Preparedness	3,121,525	2,693,613	2,820,063	3,529,484	2,971,051
H1N1 Preparedness	3,328,268	1,426,622	277,799	0	0
Tobacco Use Reduction Now	393,257	417,499	405,662	368,227	195,460
Vital Statistics State Fees	726,946	748,908	810,131	903,521	984,677
Vector Control Assessments	3,686,779	3,663,669	3,650,836	3,853,544	4,137,373
Total	100,992,946	88,024,276	87,964,651	102,431,124	108,316,501

5-YEAR SOURCES TREND					
	2009-10	2010-11	2011-12	2012-13	2013-14
Public Health	70,280,468	59,431,460	60,077,328	69,906,009	74,445,996
California Children's Services	12,784,750	11,472,950	12,879,123	14,991,401	16,335,156
Indigent Ambulance	0	0	0	0	0
Bio-Terrorism Preparedness	2,602,803	2,550,022	2,289,763	2,638,317	2,187,795
H1N1 Preparedness	3,328,268	12,935	134,630	0	0
Tobacco Use Reduction Now	374,537	417,148	336,371	310,406	172,750
Vital Statistics State Fees	150,731	145,619	134,094	142,340	133,685
Vector Control Assessments	1,738,689	1,716,523	1,677,215	1,649,319	1,693,537
Total	91,260,246	75,746,657	77,528,524	89,637,792	94,968,919

5-YEAR NET COUNTY COST TREND					
	2009-10	2010-11	2011-12	2012-13	2013-14
Public Health	3,271,629	3,736,643	3,573,852	3,829,467	4,100,444
California Children's Services	2,926,823	3,960,411	2,997,356	4,576,970	4,673,843
Indigent Ambulance	472,501	472,501	472,501	472,501	472,501
Total	6,670,953	8,169,555	7,043,709	8,878,938	9,246,788

5-YEAR FUND BALANCE TREND					
	2009-10	2010-11	2011-12	2012-13	2013-14
Bio-Terrorism Preparedness	518,722	143,591	530,300	891,167	783,256
H1N1 Preparedness	0	1,413,687	143,169	0	0
Tobacco Use Reduction Now	18,720	351	69,291	57,821	22,710
Vital Statistics State Fees	576,215	603,289	676,037	761,181	850,992
Vector Control Assessments	1,948,090	1,947,146	1,973,621	2,204,225	2,443,836
Total	3,061,747	4,108,064	3,392,418	3,914,394	4,100,794



Public Health

DESCRIPTION OF MAJOR SERVICES

The Department of Public Health provides a wide range of services to prevent diseases and improve the health, safety and quality of life for residents and visitors of San Bernardino County. Many services are mandated by California Health and Safety Code.

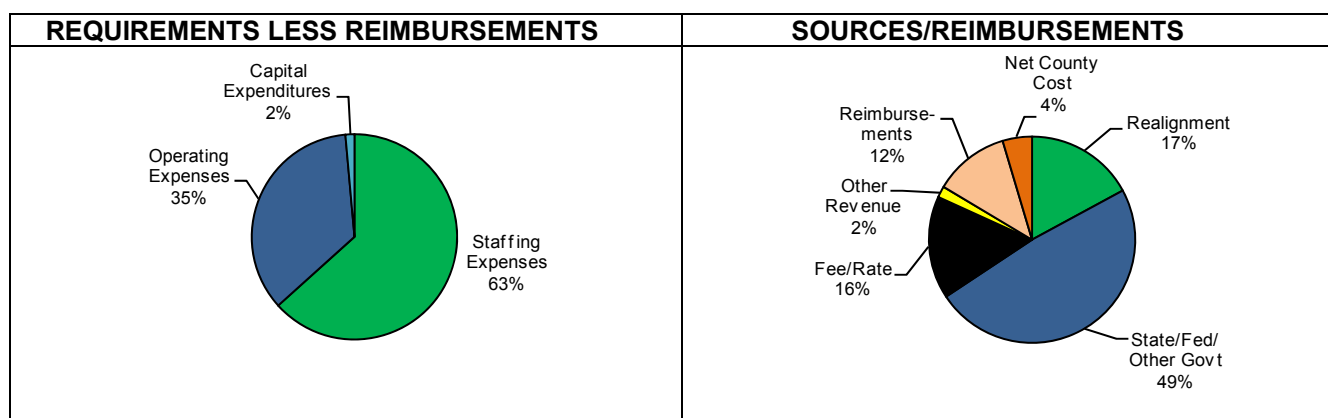
Key delivery areas continue to include Healthy Communities, Disease Control and Prevention, Environmental Health, and Animal Care and Control. Healthy Communities is a Countywide initiative to support collaborative efforts to improve the quality of life for residents through environmental change. Disease Control and Prevention provides for surveillance and prevention of communicable diseases, including tuberculosis, HIV and other transmitted diseases, and provision of immunizations to prevent disease. Environmental Health prevents, eliminates, or reduces hazards adversely affecting health, safety and quality of life through integrated, regulatory programs such as Food Protection, Vector Control, and other Land Use/Water Protection programs. Animal Care and Control protects the public from rabies through dog vaccinations, stray animal abatement, wildlife rabies surveillance, and public education.

In addition, as a complement to the Wellness component of the County Visioning process, the Department will continue its current Community Vital Signs Initiative. This initiative is intended to be a community health improvement framework jointly developed by San Bernardino County residents, organizations and government. It builds upon the Countywide Vision by setting evidence-based goals and priorities for action that encompass policy, education, environment, and systems change in addition to quality, affordable and accessible health care and prevention services. It provides the basis for aligning and leveraging resources and efforts by diverse agencies, organizations and institutions to empower the community to make healthy choices, thereby improving the overall health and well-being of the County's residents.

Budget at a Glance

Total Requirements	\$78,546,440
Total Sources	\$74,445,996
Net County Cost	\$4,100,444
Total Staff	707
Funded by Net County Cost	4%

2013-14 RECOMMENDED BUDGET



BUDGETED STAFFING

STAFFING ANALYSIS					5-YEAR STAFFING TREND				
Authorized Positions	2011-12 Final	2012-13 Adopted	2012-13 Modified	2013-14 Recommended					
Regular	713	711	721	694					
Limited Term	40	17	16	13					
Total	753	728	737	707					
Staffing Expenses	\$55,630,422	\$57,036,881	\$57,587,570	\$56,423,231					

ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Public Health
FUND: General

BUDGET UNIT: AAA PHL
FUNCTION: Health and Sanitation
ACTIVITY: Health

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	51,105,146	47,808,678	49,360,670	50,883,164	57,587,570	56,423,231	(1,164,339)
Operating Expenses	28,936,562	26,784,393	24,837,448	24,456,849	26,532,300	31,411,463	4,879,163
Capital Expenditures	507,942	514,936	99,796	157,682	205,557	1,257,350	1,051,793
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	80,549,650	75,108,007	74,297,914	75,497,695	84,325,427	89,092,044	4,766,617
Reimbursements	(7,008,762)	(12,107,264)	(10,690,494)	(9,177,419)	(10,619,951)	(10,545,604)	74,347
Total Appropriation	73,540,888	63,000,743	63,607,420	66,320,276	73,705,476	78,546,440	4,840,964
Operating Transfers Out	0	139,241	(8,644)	29,700	30,000	0	(30,000)
Total Requirements	73,540,888	63,139,984	63,598,776	66,349,976	73,735,476	78,546,440	4,810,964
Sources							
Taxes	2,498	565	588	5,000	5,000	5,000	0
Realignment	5,162,105	9,970,809	11,058,864	13,110,309	14,164,292	15,222,379	1,058,087
State, Fed or Gov't Aid	42,027,976	33,989,349	34,181,781	33,283,417	39,376,121	43,305,253	3,929,132
Fee/Rate	14,029,603	13,873,892	13,676,547	14,731,352	14,917,134	14,361,957	(555,177)
Other Revenue	1,466,589	1,094,505	1,158,535	1,260,325	1,313,462	1,391,407	77,945
Total Revenue	62,688,771	58,929,120	60,076,315	62,390,403	69,776,009	74,285,996	4,509,987
Operating Transfers In	7,577,044	474,719	1,419	130,106	130,000	160,000	30,000
Total Sources	70,265,815	59,403,839	60,077,734	62,520,509	69,906,009	74,445,996	4,539,987
Net County Cost	3,275,073	3,736,145	3,521,042	3,829,467	3,829,467	4,100,444	270,977
Budgeted Staffing					737	707	(30)

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

Staffing expenses of \$56.4 million fund 707 positions in 2013-14. These positions staff 8 medical clinics, 16 Women, Infants and Children (WIC) clinics, and 2 animal shelters, as well as multiple outlying County-owned sites performing environmental health inspections, home visits and animal control staff canvassing. Operating expenses of \$31.4 million include services and supplies, professional service contracts, travel, and reimbursements to other departments.

State and federal aid, realignment and net county cost comprise 70% of the sources for this budget unit with the remaining 30% consisting of fees, reimbursements and other revenue.



BUDGET CHANGES AND OPERATIONAL IMPACT

In 2013-14, requirements are increasing by \$4.8 million primarily due to a \$4.5 million Capital Development – Building Capacity grant for the expansion of the Department's Hesperia clinic and increased Countywide Cost Allocation Plan costs. These are partially offset by a reduction in staffing expenses. Sources are increasing by \$4.5 million due to the Capital Development – Building Capacity Grant.

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$56.4 million fund 707 budgeted positions of which 694 are regular positions and 13 are limited term positions. The 2013-14 recommended budget includes the deletion of 38 vacant positions and the addition of 8 new positions resulting in a net decrease of 30 positions. Deletions are: 1 Animal Control Officer, 1 Animal License Checker I, 1 Clinic Supervisor, 1 Contract Nurse Practitioner, 2 Contract Physicians, 4 Environmental Health Specialist IIs, 1 Health Education Assistant, 1 Health Education Specialist II, 1 Lab Response Network Coordinator, 4 Nurse Practitioner IIs, 6 Office Assistant IIs, 3 Office Assistant IIIs, 1 Office Specialist, 2 Program Managers, 1 Public Health Microbiologist, 2 Registered Nurses, 3 Staff Analysts, 1 Supervising Office Assistant, 1 Vector Control Technician, and 1 Vector Ecologist. The new positions are: 3 Public Health Nurse IIs, 2 Supervising Program Specialists, 1 Program Specialist, 1 Environmental Health Specialist III, and 1 Statistical Analyst. The Department is reducing clinic staffing based on lower than expected clinic visits. Existing staff, both professional and support, is being shifted between clinic sites to align with individual clinic need. Although the net decrease in positions is 30, the Department does not expect the staffing decrease to negatively affect operations.

2013-14 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Director	1	0	1	1	0	0	1
Health Officer	10	1	11	7	4	0	11
Assistant Director	3	0	3	2	1	0	3
Community Health	179	2	181	162	16	3	181
Disease Control and Prevention	230	1	231	219	11	1	231
Fiscal Services	42	0	42	40	2	0	42
Program Integrity/Development	69	0	69	61	5	3	69
Animal Care and Control	65	0	65	64	1	0	65
Environmental Health	95	9	104	90	13	1	104
Total	694	13	707	646	53	8	707

Director	Health Officer	Assistant Director
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
1 Public Health Director	1 Health Officer	1 Assistant Director of Public Health
1 Total	1 Executive Secretary II	1 Executive Secretary II
	1 Public Health Medical Director	1 Secretary I
	3 Public Health Physician II	3 Total
	4 Public Health Physician I	
	1 Contract Public Health Physician	
	11 Total	



Community Health		Disease Control and Prevention		Fiscal Services	
<u>Classification</u>		<u>Classification</u>		<u>Classification</u>	
1	Chief Comm Health and Nursing Svcs	1	Division Chief, Disease Control	1	Public Health Chief Financial Officer
1	Deputy Chief of Community Hlth Svcs	1	PH Program Manager Laboratory	1	Public Health Program Manager
1	Administrative Supervisor I	3	Public Health Program Manager	1	Administrative Manager
31	Office Assistant II	5	Program Coordinator	1	Administrative Supervisor I
7	Office Assistant III	15	Office Assistant II	1	Supervising Accountant III
4	Supervising Office Assistant	3	Office Assistant III	1	Supervising Accountant II
1	Supervising Office Specialist	1	Supervising Office Assistant	1	Systems Accountant II
1	Fiscal Assistant	2	Office Specialist	1	Accountant III
31	Health Services Assistant I	9	Communicable Disease Investigator	7	Staff Analyst II
16	Licensed Vocational Nurse II	2	Fiscal Assistant	1	Staff Analyst I
2	Medical Records Coder I	2	Fiscal Specialist	4	Accountant II
1	Clinical Therapist I	5	Health Services Assistant II	1	Accounting Technician
8	Nurse Practitioner II	102	Health Services Assistant I	4	Office Assistant II
1	Public Health Nurse I	25	Nutritionist	5	Office Assistant III
2	Public Hlth Prgm Coordinator	4	Laboratory Assistant	1	Office Assistant IV
36	Public Health Nurse II	1	Licensed Vocational Nurse II	1	Fiscal Assistant
2	PH Program Manager	5	Medical Emergency Planning Spclst	3	Fiscal Specialist
1	Radiologic Technologist I	1	Program Specialist I	2	Payroll Specialist
20	Registered Nurse II - Public Health	1	Public Health Laboratory Tech	2	Secretary II
2	Secretary I	3	Public Health Epidemiologist	3	Storekeeper
5	Clinic Supervisor - Public Health	6	Public Health Microbiologist II	42	Total
4	Supervising Public Health Nurse	3	Public Health Microbiologist III		
1	Public Health Nurse Manager	13	Supervising Health Services Asstnt		
2	Contract Physician Assistant	1	Supv Public Health Microbiologist		
181	Total	3	Registered Nurse II - Public Health		
		3	Secretary I		
		1	Clinic Supervisor - Public Health		
		2	Staff Analyst II		
		1	Supervising Program Specialist		
		6	Supvg Public Health Nutritionist		
		1	Cont IEHIVPC Liaison		
		231	Total		
Program Integrity/Development		Animal Care and Control		Environmental Health	
<u>Classification</u>		<u>Classification</u>		<u>Classification</u>	
1	Div Chief, Prgm Integrity & Dev	1	Chief of Animal Care and Control	1	Chief Environmental Health Services
11	Automated Systems Analyst I	1	PH Program Manager Animal Care	2	PH Program Mngr Environment Health
1	Automated Systems Analyst II	2	Animal Health Investigator	1	Administrative Supervisor I
1	Business Applications Manager	28	Animal Control Officer	41	Environmental Health Spec II
1	Business Systems Analyst I	7	Animal License Checker I	10	Environmental Health Spec III
2	Business Systems Analyst II	8	Office Assistant II	8	Supv Environmental Health Specialist
1	Business Systems Analyst III	3	Office Assistant III	2	Environmental Technician II
1	Office Assistant II	2	Office Assistant IV	4	Environmental Technician I
2	Office Assistant III	1	Fiscal Assistant	1	Vector Control Technician II
4	Health Education Assistant	4	General Services Worker II	8	Vector Control Technician I
1	Supv Health Education Specialist	1	Registered Veterinary Tech	2	Secretary I
19	Health Education Specialist I	4	Supervising Animal Control Officer I	1	Fiscal Specialist
9	Health Education Specialist II	3	Supervising Animal Control Officer II	2	Fiscal Assistant
3	Health Services Assistant I	65	Total	1	Supervising Office Specialist
1	Program Specialist I			1	Supervising Office Assistant
3	Public Health Program Coordinator			10	Office Assistant III
2	Staff Analyst II			9	Public Service Employee
3	Statistical Analyst			104	Total
2	Supervising Auto Systems Analyst II				
1	Supervising Program Specialist				
69	Total				



California Children's Services

DESCRIPTION OF MAJOR SERVICES

California Children's Services (CCS) is a state program that provides case management, diagnosis and treatment services to individuals up to 21 years of age with severe qualifying medical conditions and whose families are unable to pay for all or part of the care. State law requires the County to maintain a mandated minimum funding level. In addition to realignment dollars and the County's mandated contribution, funding also comes from Medi-Cal, private insurance and patient co-payments.

Budget at a Glance

Total Requirements	\$21,008,999
Total Sources	\$16,335,156
Net County Cost	\$4,673,843
Total Staff	166
Funded by Net County Cost	22%

The revenue breakdown among federal, state, realignment and County general fund support depends on the type of services provided under this program. This program provides two types of services.

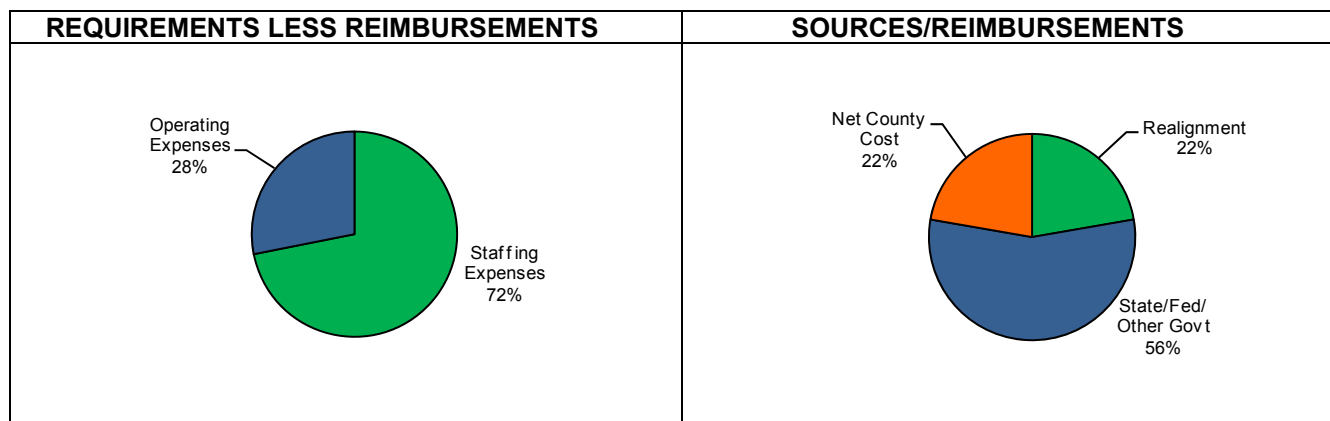
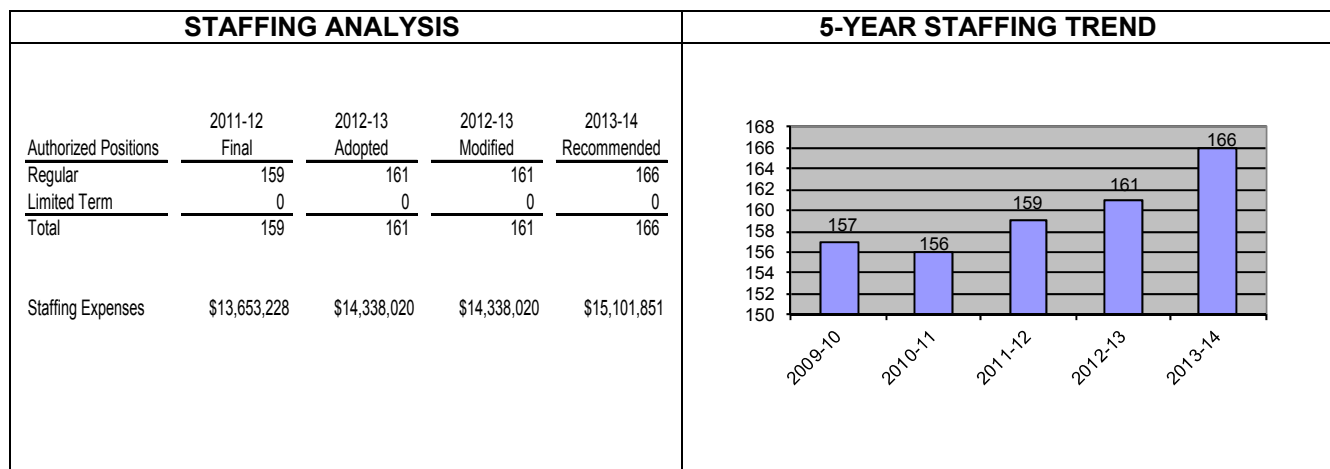
1. Administrative Component – Case Management activities that include determining program eligibility, evaluating needs for specific services, determining the appropriate providers and authorizing/paying for medically necessary care. Reimbursement for administrative and operational costs for county CCS programs is shared between the state and county programs as per Health and Safety Code Section 123955 (a). Administrative funding was previously based on staffing standards and caseload mix of CCS clients; however, since 2008-09 the state has changed this funding methodology. All counties must provide the state with a projected budget based on filling all positions as determined by the staffing standards. The state determines what percentage each county's projected budget is of the total amount budgeted by all counties. The percentage is applied to the total allocation available from the state for the fiscal year, which may change the actual reimbursement rate normally expected on the caseload numbers below.

Caseload percentages are as follows:

- Medi-Cal caseload percentage is 79.94%. Federal and state funds reimburse CCS for 100% of the costs.
- Healthy Families accounts for 12.84% of the caseload. This federal and state program pays 82.5% of the costs. The remaining 17.5% local share is equally funded by Social Services Realignment (8.75%) and general fund support (8.75%) and is billed to CCS on a quarterly basis.
- CCS or Non-Medi-Cal caseload accounts for approximately 7.22% of the caseload. Federal and state funds account for 50% of the costs associated with treating this clientele. The remaining 50% is split equally between Social Services Realignment (25%) and general fund support (25%).

2. Medical Therapy Component – Provides physical therapy, occupational therapy and medical therapy conference services. Licensed physical therapists and certified occupational therapists provide evaluation, treatment, consultation services and case management. The state reimburses the County 50% of the costs incurred by this program up to the allocated amount prescribed by the state. The remaining 50% is equally funded by Social Services Realignment and County general fund support. Additionally, this program is allowed to bill Medi-Cal for therapy provided to Medi-Cal eligible clients. This revenue is split 75% state and 25% County. Approximately 54% of the caseload in the medical therapy component is Medi-Cal eligible. The state also reimburses approximately \$80,000 at 100% for personnel costs while attending individualized educational programs per California AB3632.



2013-14 RECOMMENDED BUDGET**BUDGETED STAFFING**

ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Public Health - California Children's Services
FUND: General

BUDGET UNIT: AAA CCS
FUNCTION: Health and Sanitation
ACTIVITY: Health

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	11,719,166	11,418,424	12,260,623	13,108,003	14,338,020	15,101,851	763,831
Operating Expenses	4,024,509	4,018,979	3,630,654	4,590,951	5,221,351	5,907,148	685,797
Capital Expenditures	12,055	0	6,912	163,525	9,000	0	(9,000)
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	15,755,730	15,437,403	15,898,189	17,862,479	19,568,371	21,008,999	1,440,628
Reimbursements	(44,160)	(4,042)	(21,712)	(1,871)	0	0	0
Total Appropriation	15,711,570	15,433,361	15,876,477	17,860,608	19,568,371	21,008,999	1,440,628
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	15,711,570	15,433,361	15,876,477	17,860,608	19,568,371	21,008,999	1,440,628
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	2,920,485	3,342,732	2,997,355	3,526,714	4,576,970	4,673,843	96,873
State, Fed or Gov't Aid	9,860,053	8,659,332	9,871,730	10,793,248	10,398,431	11,645,313	1,246,882
Fee/Rate	9,255	12,320	9,675	13,512	14,000	14,000	0
Other Revenue	1,292	76,245	362	420	2,000	2,000	0
Total Revenue	12,791,085	12,090,629	12,879,122	14,333,894	14,991,401	16,335,156	1,343,755
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	12,791,085	12,090,629	12,879,122	14,333,894	14,991,401	16,335,156	1,343,755
Net County Cost	2,920,485	3,342,732	2,997,355	3,526,714	4,576,970	4,673,843	96,873
				Budgeted Staffing	161	166	5

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

Staffing expenses of \$15.1 million will fund 166 budgeted positions and make up the majority of the expenditures within this budget unit for 2013-14. Operating expenses include payments to the state and other providers for treatment costs and medical supplies.

BUDGET CHANGES AND OPERATIONAL IMPACT

In 2013-14, requirements are increasing by \$1.4 million due to an increase in staffing expenses to accommodate an increase of 5 positions, increased retirement costs, and negotiated labor agreement costs. Other increases are related to expected costs to move to a new location and an increase to indirect overhead.

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$15.1 million fund 166 budgeted regular positions. The 2013-14 budget includes the addition of 2 Public Health Nurse II positions and 2 Office Specialists to address caseload issues and to meet state staffing standards. One Office Assistant III is being added to address support needs at the Hesperia Medical Therapy Unit.



2013-14 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
California Children's Services	166	0	166	151	10	5	166
Total	166	0	166	151	10	5	166

California Children's ServicesClassification

1	CCS Physician Consultant I
1	CCS Physician Consultant II
1	Fiscal Assistant
3	Medical Therapist Specialist
2	Occupational Therapy Assistant
17	Office Assistant II
13	Office Assistant III
29	Office Specialist
40	Pediatric Rehab Therapist
1	Public Health Program Manager
4	Physical Therapist Assistant
1	Public Health Program Coordinator
26	Public Health Nurse II
6	Rehabilitation Services Aide
1	Secretary I
4	Social Worker II
1	Supervising Office Assistant
3	Supervising Office Specialist
8	Supv Pediatric Rehab Therapist I
1	Supv Pediatric Rehab Therapist II
2	Supervising Public Health Nurse
1	Supervising Social Worker
166	Total



Indigent Ambulance

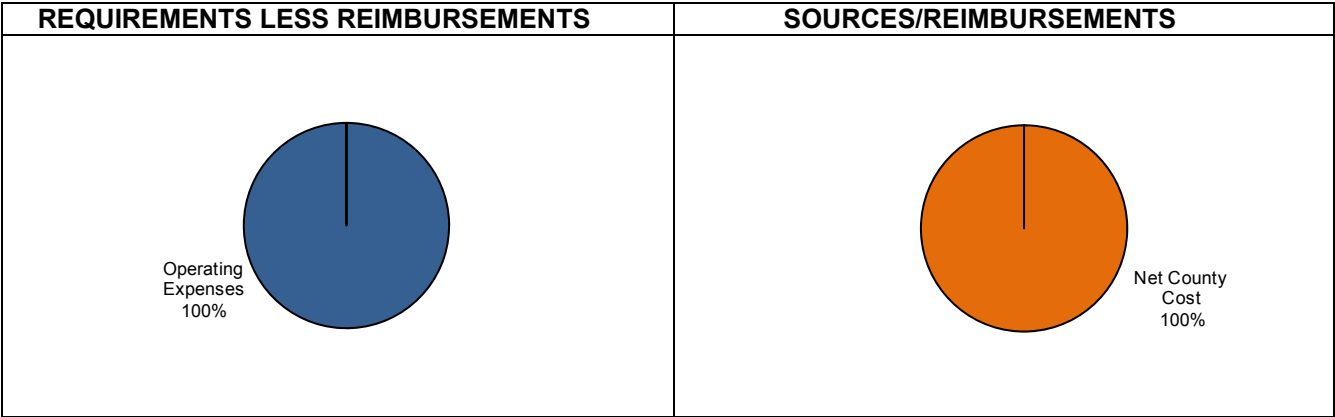
DESCRIPTION OF MAJOR SERVICES

This budget unit provides funding for ambulance contractors who transport indigents to the Arrowhead Regional Medical Center or the closest hospital under certain life-threatening situations. Up to the extent of available appropriation, the fund also pays for the Sheriff/Coroner/Public Administrator's cost of transportation of inmates for medical treatment. The requirements in this budget unit are maintained at a constant level.

Budget at a Glance

Total Requirements	\$472,501
Total Sources	\$0
Net County Cost	\$472,501
Total Staff	0
Funded by Net County Cost	100%

2013-14 RECOMMENDED BUDGET



ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
 DEPARTMENT: Public Health - Indigent Ambulance
 FUND: General

BUDGET UNIT: AAA EMC
 FUNCTION: Health and Sanitation
 ACTIVITY: Hospital Care

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	472,501	472,501	472,501	472,501	472,501	472,501	0
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	472,501	472,501	472,501	472,501	472,501	472,501	0
Reimbursements	0	0	0	0	0	0	0
Total Appropriation	472,501	472,501	472,501	472,501	472,501	472,501	0
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	472,501	472,501	472,501	472,501	472,501	472,501	0
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	0	0	0	0	0	0	0
Total Revenue	0	0	0	0	0	0	0
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	0	0	0	0	0	0	0
Net County Cost	472,501	472,501	472,501	472,501	472,501	472,501	0
Budgeted Staffing					0	0	0

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

All expenditures are for transportation of indigent patients for medical treatment.

BUDGET CHANGES AND OPERATIONAL IMPACT

There are no changes to this budget unit.

STAFFING CHANGES AND OPERATIONAL IMPACT

There is no staffing associated with this budget unit.



Special Revenue Funds - Consolidated

DESCRIPTION OF MAJOR SERVICES

Bio-Terrorism Preparedness is supported by federal and state funding from the Centers for Disease Control, Pandemic Influenza and Cities Readiness Initiative. Funds support the Department's preparedness for and response to emergencies caused by bioterrorism, infectious disease, natural disasters and other public health threats such as Pandemic Influenza through the development and exercising of comprehensive public health emergency preparedness and response plans.

Budget at a Glance

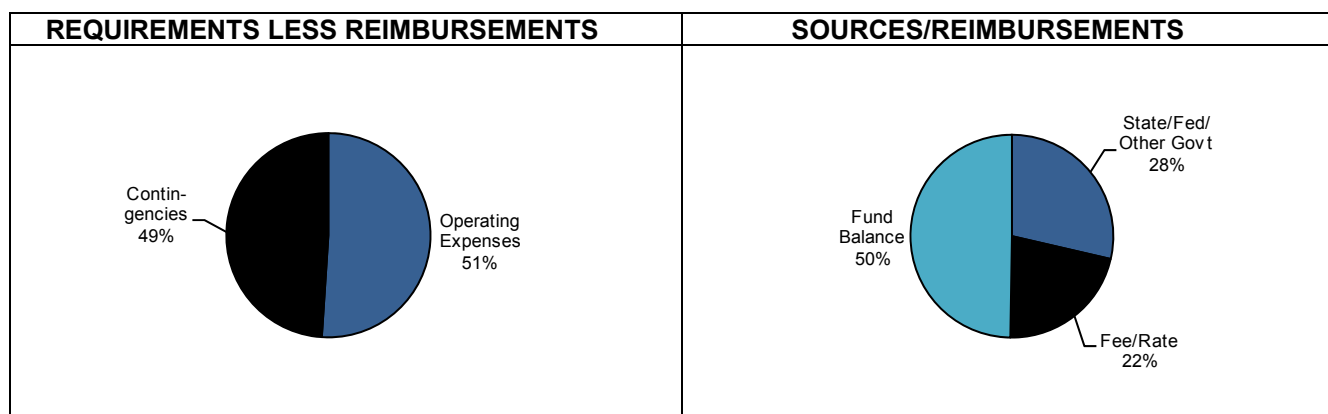
Total Requirements	\$8,288,561
Total Sources	\$4,187,767
Fund Balance	\$4,100,794
Use of Fund Balance	\$42,294
Total Staff	0

Tobacco Use Reduction Now (TURN) program provides tobacco control and educational services to the residents of the County. The primary goals of the TURN program are to reduce exposure to secondhand smoke, reduce youth access to tobacco products, counteract the influence of tobacco advertising, promote tobacco cessation and collaborate with various community based organizations through the Coalition for a Tobacco Free San Bernardino County.

Vital Statistics State Fees holds fees set by the state which are collected from the sale of birth and death certificates. Per Health and Safety Code 103625, all applicants for birth and death certificates shall pay an additional \$3 to be collected by the County which are then disbursed 45% to the State Registrar and the remaining 55% retained by the Department. The funds may be used to defray the administrative costs of collecting and reporting with respect to those fees but also to improve and/or modernize vital records operations and data collection and analysis.

Vector Control Assessments funding is received via the property tax roll and is dedicated for vector control services. The assessments are levied against parcels within the unincorporated parts of the County and the amount assessed depends upon the level of improvement on a given parcel. Services provided by the Vector Control Program include responding to citizen complaint/service requests for community control of vectors. Additional services include monitoring for the presence of vector borne diseases, inspecting poultry ranches, dairies and riding academies for nuisance flies and other vectors and direct abatement and control of vectors in sanitary sewer systems, flood control channels and basins.

2013-14 RECOMMENDED BUDGET



ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Public Health
FUND: Consolidated Special Revenue

BUDGET UNIT: Various
FUNCTION: Health and Sanitation
ACTIVITY: Health

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	7,153,830	5,558,287	4,055,350	4,521,169	5,387,852	4,230,061	(1,157,791)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	3,266,924	4,058,500	791,576
Total Exp Authority	7,153,830	5,558,287	4,055,350	4,521,169	8,654,776	8,288,561	(366,215)
Reimbursements	0	0	0	0	0	0	0
Total Appropriation	7,153,830	5,558,287	4,055,350	4,521,169	8,654,776	8,288,561	(366,215)
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	7,153,830	5,558,287	4,055,350	4,521,169	8,654,776	8,288,561	(366,215)
Sources							
Taxes	1,719,063	1,696,190	28,615	31,163	27,374	28,944	1,570
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	6,216,487	2,956,507	2,753,994	2,844,447	2,945,773	2,358,545	(587,228)
Fee/Rate	141,398	139,080	1,771,410	1,808,208	1,756,002	1,783,451	27,449
Other Revenue	123,200	43,383	23,308	23,751	11,233	16,827	5,594
Total Revenue	8,200,148	4,835,160	4,577,327	4,707,569	4,740,382	4,187,767	(552,615)
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	8,200,148	4,835,160	4,577,327	4,707,569	4,740,382	4,187,767	(552,615)
Fund Balance					3,914,394	4,100,794	186,400
Budgeted Staffing					0	0	0

DETAIL OF 2013-14 RECOMMENDED BUDGET

	2013-14			
	Requirements	Sources	Fund Balance	Staffing
Special Revenue Funds				
Bio-Terrorism Preparedness (Fund RPL)	2,971,051	2,187,795	783,256	0
Tobacco Use Reduction Now (Fund RSP)	195,460	172,750	22,710	0
Vital Statistics State Fees (Fund SCI)	984,677	133,685	850,992	0
Vector Control Assessments (Fund SNR)	4,137,373	1,693,537	2,443,836	0
Total Special Revenue Funds	8,288,561	4,187,767	4,100,794	0

Bio-Terrorism Preparedness: Requirements of \$3.0 million include \$2.2 million in transfers to the Department's general fund budget unit for the costs of the Department's Preparedness and Response Program and \$0.8 million in contingencies for future allocation. Sources of \$2.2 million are primarily from federal aid.

Tobacco Use Reduction Now: Requirements of \$195,460 represent transfers to the Department's general fund budget unit for the costs of the Tobacco Use Reduction Now activities. Sources of \$172,750 are from state aid.

Vital Statistics State Fees: Requirements of \$984,677 include \$146,823 in transfers to the Department's general fund budget unit for the costs of improvement/modernization of the vital records systems and operations and \$837,854 in contingencies for future allocation. Sources of \$133,685 are primarily vital statistic fees set by the state.

Vector Control Assessments: Requirements of \$4.1 million include \$1.7 million in transfers to the Department's general fund budget unit for the cost of operating the Vector Control program and \$2.4 million in contingencies for future allocation. Sources of \$1.7 million are primarily funding received via property tax assessments.



BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are decreasing by a net \$0.4 million resulting primarily from the following:

- \$1.0 million decrease from the use of Bio-Terrorism funds in 2012-13 primarily due to roll over of prior year funds.
- \$0.8 million increase in contingencies.

Sources are decreasing by \$0.6 million due to decreases in state and federal funding.

STAFFING CHANGES AND OPERATIONAL IMPACT

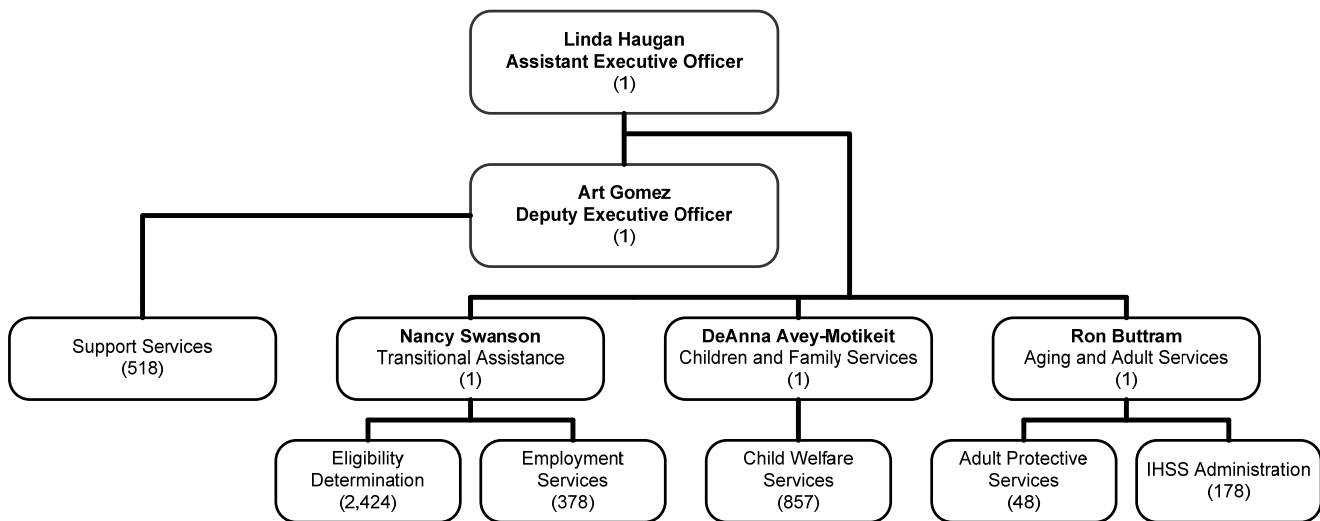
There is no budgeted staffing in these consolidated special revenue funds.



HUMAN SERVICES ADMINISTRATIVE CLAIM

Linda Haugan

ORGANIZATIONAL CHART



2012-13 ACCOMPLISHMENTS

Transitional Assistance Department (TAD)

- Processed \$15.2 million in federal tax returns through the Volunteer Income Tax Assistance (VITA) program. These refunds stimulated economic activity in addition to fighting poverty and leading to increased self-sufficiency.
- Expanded Customer Service Center (CSC) to additional Hesperia and Ontario locations for CalWORKs/CalFresh/Medi-Cal continuing cases. Average 100,000 calls per month. CSC expansion will also allow for upcoming Health Care Reform and additional workloads.
- Received the 2012 FNS Silver Hunger Champion award for outstanding efforts to provide exemplary customer service and outreach services in support of Food and Nutrition Service programs and services.

Children and Family Services (CFS)

- Received and assessed 59,133 child abuse referrals.
- Arranged for 1,337 children to attend summer camp.
- Provided Wraparound services to 711 children Countywide to decrease group home placements.
- Organized and hosted 364 foster and kinship youth at the Annual CFS Sports Fair.
- Hosted 626 children, foster parents and others at the Annual Foster Parent Picnic.
- Finalized 306 adoptions.

Department of Aging and Adult Services (DAAS)

- Provided 369,644 congregate meals served in senior centers throughout the county and 390,462 home delivered meals to home-bound seniors.
- Contacted 15,196 individuals providing information on services available to seniors.
- Held the 25th Annual Adult Protective Services MDT Conference with over 245 attendees.
- Published the Elder Abuse Protocol, a multi-agency protocol that deals with adult protection issues.
- Developed a department Speaker Bureau to provide information programs available to seniors and disabled adults. Department staff completed 229 presentations to various organizations on those programs.
- Received the California State Association of Counties 2012 Challenge Merit Award for the Cal Fresh Senior Outreach Partnership with Transitional Assistance Department.



COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

Transitional Assistance Department (TAD)

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

Objective(s): • *Maximize the utilization of Federal and State programs and funding to mitigate the effects of the economic downturn on county residents.*

Department Strategy: • *Provide Volunteer Income Tax Assistance (VITA) preparation services for eligible County families and individuals thereby stimulating economic activity.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Percentage increase in number of eligible County taxpayers served.	N/A	N/A	N/A	3%

This is a new goal in 2013-14. Total served in 2012-13 was 7720. VITA is only done annually during the tax season- January through April.

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

Objective(s): • *To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.*

Department Strategy: • *Increase the Work Participation Rate (WPR) of recipients of CalWORKs benefits.*
• *Increase the number of Welfare to Work (WTW) CalWORKs participants who are engaged in a mandated federal WTW activity.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Percentage of participants engaged in a Federal WTW activity.	44%	50%	47%	50%

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

Objective(s): • *Maximize the utilization of Federal and State programs and funding to mitigate the effects of the economic downturn on county residents.*

Department Strategy: • *Maintain Cal Fresh (CF) error rate below the federal tolerance level of 6% to avoid fiscal sanction.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Percentage of annual error rate for CF benefits.	2%	3%	2%	3%



Children and Family Services (CFS)

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

- Objective(s):**
- *Maximize the utilization of Federal and State programs and funding to mitigate the effects of the economic downturn on county residents.*
 - *Promote public/private collaboration and projects that help to meet the health and human service needs of county residents.*

Department Strategy:

- *Increase the number of Team Decision Meetings (TDM) to develop safety plans, increasing the number of children remaining safely at home and decreasing foster care entries.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Increase percentage of TDMs for the number of children/youth at risk of removal from home.	65.4%	71.4%	64.5%	68.0%

TDMs are public/community and family meetings to commit to a safety plan to prevent removal from child's home.

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

- Objective(s):**
- *Maximize the utilization of Federal and State programs and funding to mitigate the effects of the economic downturn on county residents.*
 - *Promote public/private collaboration and projects that help to meet the health and human service needs of county residents.*

Department Strategy:

- *Increase Timeliness to Family Reunification.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Percentage of children reunified within 12 months from date of detention.	N/A	N/A	35.8%	37.2%

This is a new goal and required outcome measure of Children and Family Services by Federal and State governing agencies.

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

- Objective(s):**
- *Maximize the utilization of Federal and State programs and funding to mitigate the effects of the economic downturn on county residents.*
 - *To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.*

Department Strategy:

- *Increase the % total of Transitional Conferences (TC) with transitioned age youth to assist them in preparing for a successful exit from Foster Care.*
- *Increase compliance with federal requirements for documenting National Youth Transitional Data (NYTD).*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Increase percentage of TC's conducted for foster care youth.	46.2%	50.8%	48.4%	49.9%
Increase percentage of documentation compliance for NYTD.	86.9%	91.2%	99.6%	N/A

Transitional Conferences occur every 6 months for youth 16 1/2 to 18 years old in care, to assess their service plan goals for readiness to exit foster to self sufficiency. It is anticipated that the National Youth Transitional Data measure will be accomplished and will be removed in 2013-14.



SUMMARY OF BUDGET UNITS

2013-14					
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget
General Fund					
Human Services Administrative Claim	473,868,684	458,161,333	15,707,351		4,408
Total General Fund	473,868,684	458,161,333	15,707,351		4,408

5-YEAR REQUIREMENTS TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Human Services Administrative Claim	371,908,075	396,105,044	406,607,443	443,441,035	473,868,684
Total	371,908,075	396,105,044	406,607,443	443,441,035	473,868,684

5-YEAR SOURCES TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Human Services Administrative Claim	352,404,009	381,706,938	393,227,704	428,864,171	458,161,333
Total	352,404,009	381,706,938	393,227,704	428,864,171	458,161,333

5-YEAR NET COUNTY COST TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Human Services Administrative Claim	19,504,066	14,398,106	13,379,739	14,576,864	15,707,351
Total	19,504,066	14,398,106	13,379,739	14,576,864	15,707,351



Administrative Claim

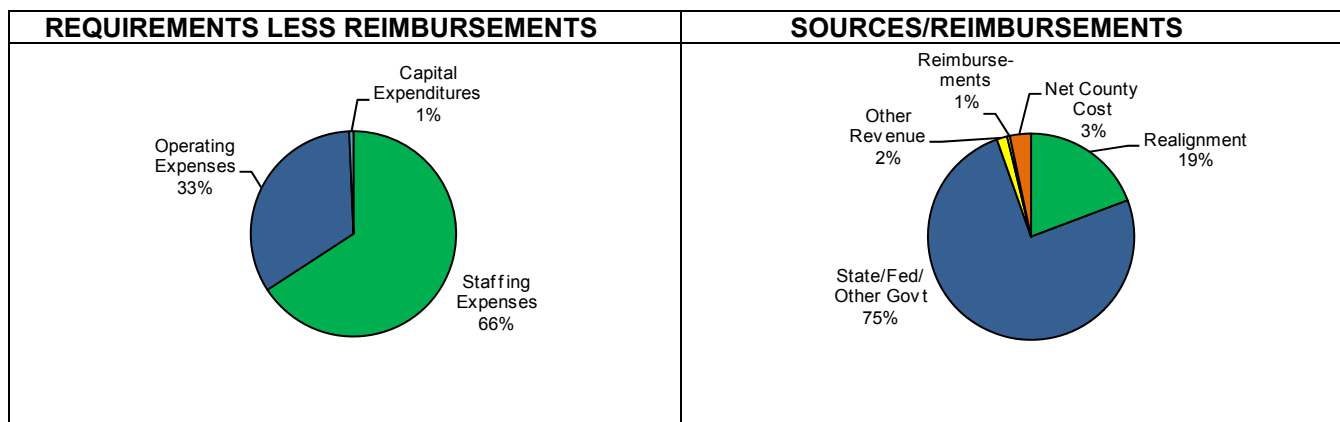
DESCRIPTION OF MAJOR SERVICES

This budget unit represents the administrative claim made by the County for social services programs under applicable mandatory federal and state regulations. Transitional Assistance Department (Eligibility and Employment Services), Children and Family Services (CFS), Adult Services programs of the Department of Aging and Adult Services (DAAS), Children's Network and the administrative support and training functions provided by Human Services (HS) Administration and the Performance, Education and Resource Center (PERC) are included in the Administrative Claim budget unit.

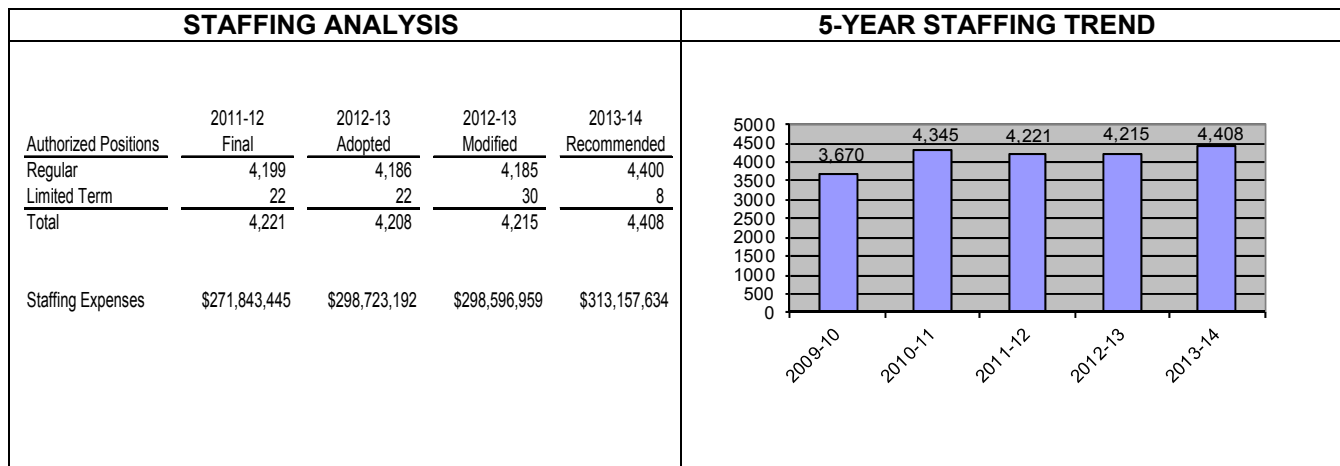
Budget at a Glance

Total Requirements	\$473,868,684
Total Sources	\$458,161,333
Net County Cost	\$15,707,351
Total Staff	4,408
Funded by Net County Cost	3%

2013-14 RECOMMENDED BUDGET



BUDGETED STAFFING



ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Human Services Administrative Claim
FUND: General

BUDGET UNIT: AAA DPA
FUNCTION: Public Assistance
ACTIVITY: Administration

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	237,485,494	254,846,538	271,843,445	298,040,807	298,596,959	313,157,634	14,560,675
Operating Expenses	134,075,532	140,128,801	135,477,078	139,638,536	144,926,158	159,457,367	14,531,209
Capital Expenditures	1,548,170	4,912,826	3,340,741	2,018,073	2,858,400	3,190,058	331,658
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	373,109,196	399,888,165	410,661,264	439,697,416	446,381,517	475,805,059	29,423,542
Reimbursements	(2,204,936)	(3,794,945)	(4,111,344)	(2,409,053)	(2,940,482)	(2,098,542)	841,940
Total Appropriation	370,904,260	396,093,220	406,549,920	437,288,363	443,441,035	473,706,517	30,265,482
Operating Transfers Out	809,877	0	0	0	0	162,167	162,167
Total Requirements	371,714,137	396,093,220	406,549,920	437,288,363	443,441,035	473,868,684	30,427,649
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	38,340,834	45,901,973	91,537,022	89,321,122	89,321,122	91,587,534	2,266,412
State, Fed or Gov't Aid	312,835,287	334,195,701	299,981,728	327,139,196	332,747,747	358,273,043	25,525,296
Fee/Rate	555,742	566,072	472,249	318,925	628,550	507,487	(121,063)
Other Revenue	272,366	1,022,664	1,178,496	833,504	1,068,000	1,719,969	651,969
Total Revenue	352,004,229	381,686,410	393,169,495	417,612,747	423,765,419	452,088,033	28,322,614
Operating Transfers In	205,842	20,528	0	5,098,752	5,098,752	6,073,300	974,548
Total Sources	352,210,071	381,706,938	393,169,495	422,711,499	428,864,171	458,161,333	29,297,162
Net County Cost	19,504,066	14,386,282	13,380,425	14,576,864	14,576,864	15,707,351	1,130,487
Budgeted Staffing					4,215	4,408	193

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

Major requirements include the following:

- Staffing expenses of \$313.2 million fund 4,408 positions.
- Operating expenses of \$159.5 million represent expenses for County services, computer hardware and software, office supplies, insurance, postage, mail services, professional services, communications, training, security, travel, goods and services for clients, transfers out and miscellaneous operating costs.
- Capital expenditures of \$3.2 million include expenses for fixed asset equipment, capitalized software, leased purchase equipment and vehicles.
- Reimbursements of \$2.1 million include payments from other County departments to HS for administrative support services as requested.

Major sources include the following:

- Realignment of \$91.6 million is comprised of \$51.7 million of Social Services Realignment and \$39.9 million of Realignment 2011. Realignment revenue is used to match available federal funding and replace state funding for programs that have been realigned.
- Federal and state funding of \$358.3 million represents total available funding for the administration of mandated Human Services programs.
- Operating transfers in of \$6.1 million primarily represents funds provided from the Wraparound Reinvestment Fund which are utilized as a match accessing additional Federal funding. This funding will allow Children and Family Services to maintain existing service levels despite increasing costs.

BUDGET CHANGES AND OPERATIONAL IMPACT

The 2013-14 recommended budget is based on the latest information available from the developing budget situation at the state level. The latest social services allocation projections include funding and mandated program changes included in the 2013-14 Governor's Budget. Allocation increases and program changes mitigate many of the revenue challenges that HS has dealt with in the past few years. Caseload growth, mandated program changes, implementation of the Affordable Care Act and increasing 2011 Realignment revenue continue to push available funding higher for most HS programs. TAD funding is anticipated to increase \$21.7 million. The increase is comprised of CalWORKs; \$11.4 million (9.8%), Cal Fresh; \$4.6 million (7.3%),



Medi-Cal; \$4.3 million (6.4%), Foster Care Administration; \$0.6 million (17.5%) and \$0.8 million in other miscellaneous programs. CFS funding is anticipated to increase \$8.8 million. Since most CFS programs were realigned in 2011 more funding is available due to increased 2011 Realignment receipts and the state's obligation to repay prior cuts made to Child Welfare Services funding. Additional funding is made available by using Wraparound Reinvestment Funds to leverage additional federal funds. DAAS funding is anticipated to decrease \$1.4 million. The decrease is primarily a result of the loss of funding for the Case Management Information and Payrolling System (CMIPS) II project which will lose revenue as the project is completed. The implementation of a new Maintenance of Effort for IHSS programs has stabilized the need for local share to a 3.5% increase per year which is entirely funded with Social Services Realignment. All other funding for programs administered by HS is expected to remain unchanged from what was included in the 2012-13 budget.

While this budget anticipates increased allocations across most social services programs, the ongoing availability of additional statewide revenue is still uncertain. A slower than anticipated economic recovery or a slow-down of tax receipts could cause budget issues for the state and may result in slower restoration of funding of social services programs. Until such time that the state makes changes to its current budget plan, it has been deemed necessary to plan for the maximum possible available funding in order to effectively take advantage of potential funding increases. HS will continue to monitor developments at the state and federal levels in an effort to maintain mandated public services at appropriate levels while utilizing all available funding.

Current strategy is to increase staffing to the level which provides the most flexibility and opportunity to provide services mandated by the state while remaining within expected allocations. Plans for significant expenditures, whether for staff, services, supplies, equipment, or services to clients will be monitored closely and necessary adjustments will be made as future changes to the state budget are known. Any significant differences between this budget and actual allocations received from the state will be addressed through the County's quarterly budget adjustment process.

Overall, allocations within this budget unit are expected to increase 7.5% from the previous year. This allocation increase combined with additional funds from the Wraparound Reinvestment Fund, Social Services Realignment and 2011 Realignment and net county cost result in a requirements increase of \$30.4 million from the 2012-13 modified budget as follows:

- Staffing expenses will increase \$14.6 million over the 2012-13 budget. Increases fund additional positions and rising benefit, retirement and salary costs. Mandated program changes and rising caseload contribute to staffing increases of 193 positions in various HS departments and divisions.

	TAD	CFS	DAAS	Support	Total
2012-13 Modified Budget	2,645	845	227	498	4,215
2013-14 Recommended Budget	2,803	858	227	520	4,408
Difference between 2012-13 Final Budget 2013-14 Recommended Budget	158	13	-	22	193

- Operating expenses are increasing \$14.5 million. Significant changes are related to increases in computer hardware and software expense, County service costs, client services costs and data processing costs.
- Capital expenditures are increasing by \$0.3 million which is due to increases in equipment and vehicle purchases.
- Reimbursements are decreasing by \$0.8 million which reflects a decrease in the demand for HS administrative support.

Sources increased by \$29.3 million from the 2012-13 budget as follows:

- Realignment increased \$2.3 million as a result of increased 2011 Realignment collections and the need for additional Social Services Realignment to meet the required county share of Child Welfare Services, Foster Care Administration, DAAS Nutrition, DAAS Family Caregiver programs and purchases of fixed assets.
- Federal and state funding available for HS programs increased a net \$25.5 million primarily due to increased funding for CalWORKs, Medi-Cal and Cal Fresh.
- A mix of miscellaneous revenue sources increased \$0.5 million.
- Net county cost has increased \$1.1 million to provide the local match required by program allocations and to partially offset the increased need for Social Services Realignment funding.



NET COUNTY COST

Most HS programs are state and/or federal mandates. The County share of funding is either mandated as a percentage of total program costs or as a fixed maintenance of effort. County share is comprised of a combination of net county cost, revenue from the Realignment 2011 fund and revenue from the Social Services Realignment (Realignment) fund. Both realignment funds were created by two distinct and separate state realignment processes to offset the costs that were shifted to the County from the state for realigned programs. Their use is limited to designated social services programs.

Changes to HS County share needs are as follows:

History of Social Services Realignment and Net County Cost HS Administrative Budget and Subsistence Budgets (In Millions)

	ACTUALS					12/13 Projected	13/14 Budget	Increase
	07/08	08/09	09/10	10/11	11/12			
<u>Administrative budget (DPA)</u>								
Realignment	7.2	5.2	12.6	13.1	17.0	12.1	13.9	1.8
2011 Realignment	-	-	-	-	36.3	38.5	39.9	1.4
Net County Cost	19.5	19.0	15.6	14.4	13.4	14.6	15.7	1.1
<u>IHSS Providers (DPA)</u>								
Realignment	28.5	28.5	25.1	32.0	37.4	37.8	37.8	-
Net County Cost	3.9	3.9	3.9	-	-	-	-	-
<u>IHSS Public Authority (RHH 498)</u>								
Realignment	0.5	0.6	0.7	0.8	0.9	0.9	0.9	-
<u>Domestic Violence (DVC)</u>								
2011 Realignment	-	-	-	-	0.5	0.5	0.5	-
<u>Aid to Adoptive Children (ATC)</u>								
Realignment	3.4	3.9	4.1	4.8	5.1	5.6	6.4	0.8
2011 Realignment	-	-	-	-	21.3	22.8	25.0	2.2
Net County Cost	1.9	2.0	1.9	1.6	2.0	2.0	2.0	-
<u>Foster Care (BHI)</u>								
Realignment	18.0	19.5	20.3	28.2	32.7	30.1	31.6	1.5
2011 Realignment	-	-	-	-	28.4	32.5	35.3	2.8
Net County Cost	14.3	13.4	12.7	12.7	13.0	15.0	17.3	2.3
<u>CalWORKs Cash Aid - All Other Families (FGR)</u>								
2011 Realignment	-	-	-	-	42.9	48.7	53.5	4.8
Net County Cost	4.5	5.1	4.7	5.6	6.3	6.1	6.2	0.1
<u>Kinship Guardianship Assistance Program (KIN)</u>								
2011 Realignment	-	-	-	-	-	3.0	3.4	0.4
Net County Cost	0.9	1.1	1.6	1.2	0.8	1.3	0.9	(0.4)
<u>Seriously Emotionally Disturbed (SED)</u>								
Realignment	1.5	2.2	2.0	3.8	-	-	-	-
Net County Cost	1.0	1.2	1.5	1.0	-	-	-	-
<u>All other subsistence budgets</u>								
Net County Cost	1.7	2.2	2.6	2.9	2.9	2.2	3.0	0.8
Total Realignment	59.1	59.9	64.8	82.7	93.1	86.5	90.6	4.1
Total 2011 Realignment	-	-	-	-	129.4	146.0	157.6	11.6
Grand Total Realignment	59.1	59.9	64.8	82.7	222.5	232.5	248.2	15.7
Total Net County Cost	47.7	47.9	44.5	39.4	38.4	41.2	45.1	3.9
Total Net County Share	106.8	107.8	109.3	122.1	260.9	273.7	293.3	19.6

In aggregate, the HS Administrative Claim budget unit includes a net increase to net county cost of \$1.1 million. All net county cost figures are estimates and are dependent upon final allocations from the state after the state budget has been adopted. HS will closely manage changes arising from the state budget. Significant changes will be addressed through the county's quarterly budget update process, as needed.



HS programs that are not state or federal mandates do not generate state or federal revenue and are funded with County general funds through HS. While these programs provide services that benefit HS in general, their functions do not qualify for state or federal reimbursement. These programs and their general fund impact are detailed below:

	2012-13 Budget	2013-14 Budget	Inc/(Dec)
HS Support of Office of Homeless Assistance	200,011	350,000	149,989
HS Support of Children's Fund	412,000	206,000	(206,000)
One-Time Transfer to OOA- Senior Programs	-	386,467	386,467
PERC Training Expense	350,000	350,000	-
Total HS General Fund Support	962,011	1,292,467	330,456



FUNDING AND STAFFING BY PROGRAM
2013-14

Transitional Assistance Department	Requirements	Sources	Total Local Share	Staffing
CalWORKs - Eligibility	44,764,465	44,764,465	-	710
Food Stamps	101,436,072	91,446,133	9,989,939	770
CalWORKs - Welfare to Work	49,963,673	49,963,673	-	378
Medi-Cal	72,769,356	72,769,356	-	712
Foster Care Administration	4,802,046	4,081,739	720,307	48
Child Care Administration	3,931,374	3,931,374	-	39
CalWORKs - Mental Health	8,614,120	8,614,120	-	86
Cal-Learn	3,571,063	3,571,063	-	36
General Relief Administration	638,662	-	638,662	6
Other Programs	1,724,082	1,687,020	37,062	17
Total	292,214,913	280,828,943	11,385,970	2,803

Department of Children's and Family Services	Requirements	Sources	Total Local Share	Staffing
Child Welfare Services	94,371,459	81,774,818	12,596,640	718
Promoting Safe and Stable Families	1,864,981	1,864,981	-	14
Foster Training and Recruitment	-	-	-	-
Licensing	723,864	723,864	-	5
Support and Therapeutic Options Program	-	-	-	-
Adoptions	4,938,631	4,938,631	-	37
ILP	-	-	-	-
Wraparound Reinvestment	10,196,000	10,196,000	-	77
Other Programs	742,550	742,550	-	6
Total	112,837,485	100,240,844	12,596,640	858

Aging and Adult Services	Requirements	Sources	Total Local Share	Staffing
In-Home Supportive Services	18,107,286	15,507,683	2,599,603	188
Adult Protective Services	4,997,428	4,773,531	223,897	39
IHSS Provider Payments	37,107,957	-	37,107,957	-
IHSS Provider Benefits	625,000	-	625,000	-
IHSS PA	350,000	-	350,000	-
Other Programs	910,000	580,000	330,000	-
Total	62,097,671	20,861,214	41,236,457	227

Support	Staffing
	520

Non Claimable Costs	Requirements	Sources	Total Local Share	Staffing
PERC Training Expense	350,000	-	350,000	
Other	6,368,615	4,519,558	1,849,057	
Total	6,718,615	4,519,558	2,199,057	

Total Local Share **67,418,124**

Social Services Realignment **51,710,773**

Grand Total Administrative Budget **473,868,684** **406,450,559** **15,707,351** **4,408**



STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$313.2 million fund 4,408 budgeted positions of which 4,400 are regular positions and 8 are limited term positions.

TRANSITIONAL ASSISTANCE DEPARTMENT (TAD)

TAD program funding is expected to increase over the previous year. Caseloads continue to grow and the effect of the Affordable Care Act is likely to increase Medi-Cal funding and caseload. As a result, TAD has identified the need to make the following staffing changes:

Additions:

- 2 Childcare Provider
- 85 Eligibility Worker II
- 9 Eligibility Worker III
- 8 Eligibility Worker Supervisor I
- 9 Office Assistant II
- 2 TAD District Manager
- 5 Interpreter/Translator
- 31 Employment Services Specialist
- 6 Supervising Employee Services Specialist I
- 1 Employment Services Manager

CHILDREN AND FAMILY SERVICES (CFS)

CFS allocations are expected to increase over the previous year. Also, utilization of Wraparound Reinvestment Funds to leverage available federal funding allows CFS to absorb much of the effect of increased staffing and related costs. CFS is recommending the following staffing changes:

Deletions:

- 3 Social Services Practitioner- Recurrent
- 3 Alcohol and Drug Counselor
- 1 Child Welfare Services Manager- Recurrent
- 1 Program Specialist II

Additions:

- 8 Social Services Practitioner
- 7 Office Assistant III
- 5 Fiscal Specialist
- 1 Secretary I

CFS will continue to deliver mandated levels of services to clients in the most efficient manner possible. These services are provided in an effort to safeguard the well-being of children who reside within the County. Expenditures for services and hard goods are provided to clients in an effort to keep families intact. All such expenditures are directly charged to the Child Welfare Services allocation and will have no effect on other components of the HS Administrative Claim budget unit.

DEPARTMENT OF AGING AND ADULTS SERVICES (DAAS)

DAAS allocations are expected to remain relatively flat from the previous year. As a result, the Department is recommending position changes which do not impact filled positions but rather attend to necessary administrative adjustments. The net zero recommended changes are as follows:

Deletions

- 1 Office Assistant II
- 1 Office Assistant III
- 1 Staff Analyst II

Additions:

- 3 Social Service Practitioner



HS ADMINISTRATION AND SUPPORT SERVICES

HS Administration and Support Services Divisions have operated with few staffing changes for the last few years due to the overall stagnation of funding available to departments in the HS Administrative Claim. The current expected funding increases and corresponding staffing additions to HS departments, specifically within TAD programs, necessitates some staffing changes within the Administration and Support Divisions. These changes are being made to provide additional support for claiming, Information and Technology, program development and quality assurance functions. Recommended staffing changes are as follows:

- Administrative Support Division – To accommodate the need for more complex claiming functions and to provide necessary support for those functions there will be a reclassification of 1 Systems Accountant II to a Systems Accountant III. There will also be the addition of 1 Executive Secretary II which is needed due to increased need for HS Administrative assistance.
- Auditing Division – Reclassification of 2 Accountant III to 2 Systems Accountant II to address operational needs.
- Information and Technology Support Division – Reclassification of 1 Office Assistant II to an IT Technical Assistant. Reclassification of 1 Business Systems Analyst III to a Programmer Analyst III, addition of 1 Automated Systems Technician, addition of 1 Automated Systems Analyst I and addition of 1 Programmer Analyst III in order to align position classifications with assigned work duties.
- Performance and Education Resource Center- No personnel changes for this Fiscal Year
- Program Integrity Division (PID) – Addition of 6 HSS Quality Review Specialist, 8 Fiscal Assistants and 1 HSS Quality Review Supervisor I positions.
- Program Development Division – Addition of 3 Program Specialist I.
- Personnel Division – No personnel changes for this Fiscal Year



The following chart provides an overview of the funding sources and local share requirements for the programs that are budgeted in the HSS Administrative Claim budget:

REVENUE SOURCE AND NET COUNTY COST BREAKDOWN

	Requirements	Sources					Net County Cost	
		Federal	% Federal	State	% State	Total Federal/State	Local Share	Cost
Transitional Assistance Department								
Food Stamps	101,436,072	57,475,568	57%	33,970,565	33%	91,446,133	9,989,939	10%
Single Allocation								
CalWORKs - Eligibility	44,764,465	44,764,465	100%	-	0%	44,764,465	-	-
CalWORKs - Mental Health	8,614,120	-	-	8,614,120	100%	8,614,120	-	-
CalWORKs - Cal-Learn	3,571,063	3,285,378	0.92	285,685	8%	3,571,063	-	-
CalWORKs - Welfare to Work	49,963,673	49,963,673	100%	-	-	49,963,673	-	-
CalWORKs - Child Care Admin - Stage 1	3,931,374	3,931,374	100%	-	-	3,931,374	-	-
Total Single Allocation	110,844,695	101,944,890		8,899,805		110,844,695	-	-
Medi-Cal	72,769,356	36,384,678	50%	36,384,678	50%	72,769,356	-	-
Foster Care Administration	4,802,046	2,401,023	50%	1,680,716	35%	4,081,739	720,307	15%
General Relief Administration	638,662	-	-	-	-	-	638,662	100%
Other	1,724,082	1,632,814	95%	54,206	3%	1,687,020	37,062	2%
Total	292,214,913	199,838,973		80,989,970		280,828,943	11,385,970	

This is the fixed County MOE for the CalWORKs Single Allocation which is split between Eligibility and Food Stamps. \$9,939,989

Remainder of Single Allocation for Stage 1 Childcare is \$27,264,832 (provider payments) and is accounted for in ETP budget.

Other Revenue Reducing Local Share

Department of Children and Family Services

Child Welfare Services - Basic	94,371,459	47,185,729	50%	34,589,089	37%	81,774,818	12,596,640	13%
Child Welfare Services - Augmentation								
CWS Total	94,371,459	47,185,729		34,589,089		81,774,818	12,596,640	
Promoting Safe and Stable Families	1,864,981	1,864,981	100%	-	0%	1,864,981	-	-
Foster Training and Recruitment	-	-	-	-	-	-	-	-
Licensing	723,864	269,976	37%	453,888	63%	723,864	-	-
Support and Therapeutic Options Program	-	-	-	-	-	-	-	-
Adoptions	4,938,631	2,074,225	42%	2,864,406	58%	4,938,631	-	-
ILP	-	-	-	-	-	-	-	-
Wraparound Reinvestment	10,196,000	5,098,000	50%	5,098,000	50%	10,196,000	-	-
Other Programs	742,550	-	0%	742,550	100%	742,550	-	-
Total	112,837,485	56,492,911		43,747,933		100,240,844	12,596,640	

Augmentation Funds shall be used for Emergency Response, Family Maintenance, and Permanent Placement and shall not supplant existing CWS funds. These funds will be available by exhausting the total CWS Basic allocation

Local Share

Aging and Adult Services

In-Home Supportive Services	18,107,286	9,269,119	51%	6,238,563	34%	15,507,683	2,599,603	14%
Adult Protective Services	4,997,428	2,241,691	45%	2,531,840	51%	4,773,531	223,897	4%
IHSS Provider Payments Local Match	37,107,957	-	0%	-	0%	-	37,107,957	100%
IHSS Provider Benefits Local Match	625,000	-	0%	-	0%	-	625,000	100%
IHSS PA Local Cost Match	350,000	-	0%	-	0%	-	350,000	100%
Other Programs	910,000	330,000	36%	250,000	27%	580,000	330,000	36%
Total	62,097,671	11,840,810		9,020,403		20,861,214	41,236,457	

This is the fixed County MOE for Adult Protective Services

IHSS Provider Payments - State pays providers and the county is only billed for its local share of costs.

IHSS medical benefits local Local Share

Non Claimable Costs

PERC Training Expense	350,000	-	-	-	-	-	350,000	100%
Other	6,368,615	-	-	4,519,558	64%	4,519,558	1,849,057	36%
Total	6,718,615	-	-	4,519,558		4,519,558	2,199,057	

Misc. Revenue reducing county share

Total Administrative Budget	473,868,684	268,172,695	55%	138,277,864	31%	406,450,559	67,418,124	15%
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Fed/State Revenue only.

SOCIAL SERVICES REALIGNMENT	51,710,773
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NET COUNTY COST	15,707,351
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Total Local Share



2013-14 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Transitional Assistance Department	2,803	0	2,803	2,325	312	166	2,803
Children and Family Services	853	5	858	771	64	23	858
Department of Aging and Adult Services	227	0	227	213	11	3	227
HS Administration and Support Services	517	3	520	495	14	11	520
Total	4,400	8	4,408	3,804	401	203	4,408

Transitional Assistance Department		
Administration	Region 1	Region 2
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
1 Director	1 Deputy Director	1 Deputy Director
1 Assistant Director	2 Secretary I	1 Secretary I
1 Executive Secretary II	6 Childcare Provider	7 Childcare Provider
1 C-IV Project Coordinator	274 Eligibility Worker I/II	305 Eligibility Worker I/II
1 TAD District Manager	28 Eligibility Worker III	31 Eligibility Worker III
1 Program Specialist I	25 Eligibility Worker Trainee	25 Eligibility Worker Trainee
2 Office Assistant III	29 Eligibility Worker Supervisor I	32 Eligibility Worker Supervisor I
1 Program Specialist II	6 Interpreter/Translator	7 Interpreter/Translator
1 Staff Analyst II	38 Office Assistant II	39 Office Assistant II
10 Total	2 Office Assistant III	3 Office Assistant III
	5 Supervising Office Assistant	4 Supervising Office Assistant
	6 TAD District Manager	6 TAD District Manager
	422 Total	461 Total
Region 3	Region 4	Region 5
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
1 Deputy Director	1 Deputy Director	1 Deputy Director
1 Secretary I	1 Secretary I	1 Secretary I
6 Childcare Provider	8 Childcare Provider	6 Childcare Provider
341 Eligibility Worker I/II	281 Eligibility Worker I/II	284 Eligibility Worker I/II
37 Eligibility Worker III	35 Eligibility Worker III	34 Eligibility Worker III
25 Eligibility Worker Trainee	25 Eligibility Worker Trainee	34 Eligibility Worker Supervisor I
39 Eligibility Worker Supervisor I	30 Eligibility Worker Supervisor I	7 Interpreter/Translator
6 Interpreter/Translator	4 Interpreter/Translator	40 Office Assistant II
39 Office Assistant II	38 Office Assistant II	2 Office Assistant III
3 Office Assistant III	2 Office Assistant III	5 Supervising Office Assistant
5 Supervising Office Assistant	5 Supervising Office Assistant	6 TAD District Manager
8 TAD District Manager	6 TAD District Manager	420 Total
1 TAD Regional Manager	436 Total	
512 Total		
Region 6	Contact Center	
<u>Classification</u>	<u>Classification</u>	
1 Deputy Director	1 Deputy Director	
1 Secretary I	1 Secretary I	
1 Childcare Provider	127 Eligibility Worker I/II	
1 Contract TAD Staff Assistant	13 Eligibility Worker III	
7 Employment Services Manager	14 Eligibility Worker Supervisor I	
251 Employment Services Specialist	5 Staff Analyst I	
24 Employment Services Trn	3 TAD District Manager	
5 Employment Services Technician	164 Total	
46 Office Assistant II		
5 Supervising Office Assistant		
35 Supervising Emp. Services Specialist		
1 TAD Regional Manager		
378 Total		



Department of Aging and Adult Services**Region 1**

<u>Classification</u>	
1 Deputy Director	
1 Secretary I	
2 District Manager	
4 Supvsg Social Services Practitioner	
5 Supervising Social Worker	
2 Supervising Office Assistant	
18 Office Assistant II	
13 Office Assistant III	
1 Office Assistant IV	
2 Public Health Nurse II	
1 Registered Nurse II	
16 Social Service Practitioner	
61 Social Worker II	
127 Total	

Region 2

<u>Classification</u>	
1 Deputy Director	
1 Secretary I	
1 District Manager	
4 Supervising Social Services Practitioner	
2 Supervising Social Worker	
2 Supervising Office Assistant	
10 Office Assistant II	
9 Office Assistant III	
1 Supervising Public Health Nurse	
1 Public Health Nurse II	
14 Social Service Practitioner	
35 Social Worker II	
81 Total	

Admin and Support Services

<u>Classification</u>	
1 Director	
1 Executive Secretary II	
1 District Manager	
1 Supvsg Social Services Practitioner	
7 Social Worker II	
2 Office Assistant III	
1 Office Specialist	
1 Supervising Office Assistant	
4 Staff Analyst II	
19 Total	

Children and Family Services**Administrative and Financial Services**

<u>Classification</u>	
1 Director	
1 Assistant Director	
1 Program Specialist II	
1 Executive Secretary III	
1 Secretary I	
1 Administrative Supervisor II	
1 Administrative Supervisor I	
1 CFS Project Coordinator	
3 Staff Analyst	
4 Office Assistant III	
8 Fiscal Assistant	
23 Total	

North Desert Region

<u>Classification</u>	
1 Deputy Director	
1 Secretary I	
2 Child Welfare Services Manager	
13 Supv. Social Services Practitioner	
1 Supervising Office Specialist	
3 Supervising Office Assistant	
78 Social Services Practitioner	
26 Social Worker II	
9 Social Services Aide	
26 Office Assistant III	
2 Office Assistant II	
162 Total	

Western Region

<u>Classification</u>	
1 Deputy Director	
1 Secretary I	
2 Child Welfare Services Manager	
15 Supv. Social Services Practitioner	
1 Supervising Office Specialist	
3 Supervising Office Assistant	
91 Social Services Practitioner	
17 Social Worker II	
5 Social Services Aide	
25 Office Assistant III	
4 Office Assistant II	
1 Eligibility Worker II	
166 Total	

Central Region

<u>Classification</u>	
1 Deputy Director	
1 Secretary I	
2 Child Welfare Services Manager	
11 Supv. Social Services Practitioner	
1 Supervising Office Specialist	
2 Supervising Office Assistant	
76 Social Services Practitioner	
14 Social Worker II	
4 Social Services Aide	
21 Office Assistant III	
3 Office Assistant II	
136 Total	

Eastern Region

<u>Classification</u>	
1 Deputy Director	
1 Secretary I	
2 Child Welfare Services Manager	
14 Supv. Social Services Practitioner	
1 Supervising Office Specialist	
3 Supervising Office Assistant	
80 Social Services Practitioner	
15 Social Worker II	
5 Social Services Aide	
24 Office Assistant III	
3 Office Assistant II	
7 Peer and Family Assistant	
156 Total	

Placement Resources

<u>Classification</u>	
1 Deputy Director	
1 Secretary I	
3 Child Welfare Services Manager	
10 Supv. Social Services Practitioner	
1 Supervising Office Specialist	
2 Supervising Office Assistant	
1 Supervising Fiscal Specialist	
28 Social Services Practitioner	
16 Social Worker II	
21 Office Assistant III	
2 Office Assistant II	
1 Staff Analyst II	
11 Peer and Family Assistant	
6 Fiscal Specialist	
1 Program Specialist I	
12 Educational Liaison	
117 Total	



System ResourcesClassification

- 1 Deputy Director
- 1 Secretary I
- 3 Child Welfare Services Manager
- 10 Supv. Social Services Practitioner
- 1 Supervising Office Specialist
- 3 Supervising Office Assistant
- 10 Social Services Practitioner
- 2 Social Worker II
- 5 Social Worker Trainee
- 1 Social Services Aide
- 26 Office Assistant III
- 2 Staff Analyst II
- 1 Program Specialist I
- 30 Intake Specialist
- 1 Eligibility Worker II
- 1 Childcare Provider
- 98 Total

Human Services Administrative Support**Human Services Administration**Classification

- 1 Assistant Executive Officer
- 1 Executive Secretary III
- 1 Administrative Analyst III
- 1 Staff Analyst II
- 1 Contract C-IV Manager
- 1 Cont Business Applications Manager
- 1 Contract Technical Analyst
- 1 C-IV Financial Management
- 1 Contract C-IV Accountant I
- 1 Contract C-IV Tech/Site Prep Coord.
- 4 Contract Business Analyst
- 1 Contract Secretary II
- 15 Total

Administrative Support DivisionClassification

- 2 Deputy Executive Officer
- 1 Executive Secretary II
- 4 Office Assistant III
- 2 Administrative Analyst III
- 4 Administrative Supervisor II
- 1 Supervising Fiscal Specialist
- 1 Supervising Office Assistant
- 2 Stores Supervisor II
- 1 Systems Accountant III
- 21 Staff Analyst II
- 1 Staff Analyst I
- 1 Accountant I
- 2 Accounting Technician
- 2 Fiscal Specialist
- 3 Fiscal Assistant
- 2 Office Assistant II
- 4 Stores Specialist
- 10 Storekeeper
- 1 Secretary I
- 65 Total

Information, Technology and Support DivisionClassification

- 1 Dpartment IS Administrator
- 1 Secretary I
- 3 Department Systems Engineer
- 4 Business Applications Manager
- 2 Supv. Automated Systems Analyst II
- 6 Business Systems Analyst III
- 5 Business Systems Analyst II
- 2 Business Systems Analyst I
- 8 Programmer Analyst III
- 2 Programmer I
- 6 Programmer III
- 5 Automated Systems Analyst II
- 15 Automated Systems Analyst I
- 27 Automated Systems Technician
- 1 Applications Specialist
- 2 Stores Specialist
- 1 Fiscal Specialist
- 2 IT Technical Assistant
- 1 Staff Analyst I
- 1 Office Assistant III
- 95 Total

**Legislation, Research,
Quality Supportive Services Division**Classification

- 1 Legislative Program Manager
- 1 Administrative Supervisor I
- 1 Program Specialist II
- 1 Program Specialist I
- 3 Statistical Analyst
- 1 Statistical Analyst Trainee
- 1 Eligibility Worker Supervisor I
- 7 Eligibility Worker III
- 1 Office Assistant III
- 17 Total

Performance and Education Resource CenterClassification

- 1 Chief Learning Officer
- 1 Secretary I
- 1 Human Services Comm Officer
- 1 T&D Manager
- 3 T&D Supervisor
- 7 T&D Specialist
- 1 Supv. Office Assisnt
- 11 Staff Training Instructor
- 1 Staff Analyst I
- 1 Media Specialist I
- 1 Fiscal Assistant
- 2 Office Assistant III
- 5 Office Assistant II
- 36 Total

Program Integrity DivisionClassification

- 1 HSS Program Integrity Chief
- 1 Secretary I
- 4 Case Review Specialist
- 1 Supervising Case Review Specialist
- 20 Appeals Specialist
- 8 Fiscal Assistant
- 23 Fraud Investigator
- 76 HSS Quality eview Specialist
- 7 HSS Quality Review Supervisor I
- 2 HSS Quality Review Supervisor III
- 3 Office Assistant II
- 3 Office Assistant III
- 1 Supervising Office Assistant
- 1 Supervising Office Specialist
- 2 Supervising Appeals Specialist I
- 1 Supervising Appeals Specialist II
- 3 Supervising Fraud Investigator I
- 1 Supervising Fraud Investigator II
- 158 Total



Auditing		Program Development Division		Personnel Division	
<u>Classification</u>		<u>Classification</u>		<u>Classification</u>	
1	HSS Auditing Manager	1	Deputy Director	1	HS Admin Manager
1	Secretary I	1	Secretary I	1	Secretary I
1	Supervising Accountant III	3	Supervising Program Specialist	1	Supervising Fiscal Specialist
2	Supervising Accountant II	1	Supervising Social Service Practitioner	1	Volunteer Services Coordinator
13	Fiscal Assistant	1	Supervising Office Assistant	1	Personnel Technician
1	Staff Analyst I	11	Program Specialist II	12	Payroll Specialist
1	Staff Analyst Trainee	26	Program Specialist I	1	Fiscal Specialist
2	Systems Accountant II	1	Fiscal Assistant	4	Office Assistant II
8	Accountant III	9	Office Assistant III	22	Total
1	Accountant II	1	Office Assistant II		
2	Accounting Technician	2	Program Manager		
2	Office Assistant II	2	Social Services Practitioner		
5	Fiscal Specialist	59	Total		
3	Supervising Fiscal Specialist				
43	Total				
Children's Network (CNET)					
<u>Classification</u>					
1	CNET Comm. & Event Coordinator				
1	Contract Children's Network Analyst				
1	Associate CNET Officer				
1	Cont Child Abuse Prev. Coordinator				
1	CNET Officer				
2	Office Assistant III				
1	Secretary II				
1	Social Worker II				
1	Contract Case Coordinator				
10	Total				



AGING AND ADULT SERVICES

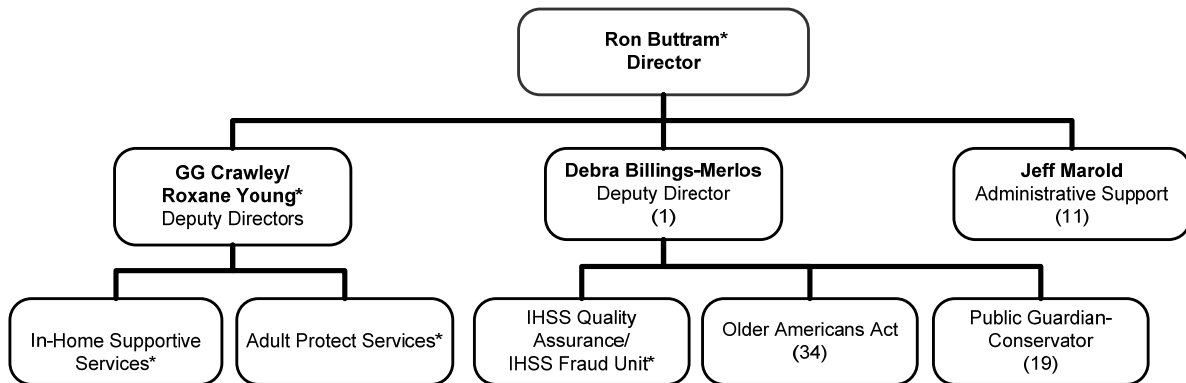
Ron Buttram

DEPARTMENT MISSION STATEMENT

The Department of Aging and Adult Services provides services to seniors, at-risk individuals, and adults with disabilities to improve or maintain choice, independence, and quality of life so they may age in place in the least restrictive environment.



ORGANIZATIONAL CHART



*Staffing is reimbursed by the Human Services Administrative Claim budget unit

2012-13 ACCOMPLISHMENTS

- Provided 369,644 congregate meals served in senior centers throughout the County and 390,462 home delivered meals to home-bound seniors.
- Contacted 15,196 individuals providing information on services available to seniors.
- Held the 25th Annual Adult Protective Services Multi-Disciplinary Team (MDT) Conference with over 245 attendees from various disciplines and focused on serving vulnerable populations of elders and dependent adults in San Bernardino County.
- Published the Elder Abuse Protocol, a multi-agency protocol that deals with adult protection.
- Developed a Department Speaker Bureau to provide information on all programs available to seniors and disabled adults. Department staff completed 229 presentations to various organizations on those programs.
- Received the California State Association of Counties 2012 Challenge Merit Award for the Cal Fresh Senior Outreach Partnership with Transitional Assistance Department.



COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

- Objective(s):**
- *Maximize the utilization of Federal and State programs and funding to mitigate the effects of the economic downturn on county residents.*
 - *Promote public/private collaboration and projects that help to meet the health and human service needs of county residents.*

Department Strategy: • *Ensure the safety of at-risk adults and the elderly to improve or maintain quality of life.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Respond to emergency Adult Protective Services (APS) referrals within state mandated timeframes.	90%	100%	93.2%	100%

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

- Objective(s):**
- *Maximize the utilization of Federal and State programs and funding to mitigate the effects of the economic downturn on county residents.*
 - *Promote public/private collaboration and projects that help to meet the health and human service needs of county residents.*

Department Strategy: • *Assist seniors to maintain choices and improve quality of life by increasing knowledge and awareness of available programs and assistance.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Percentage increase of individual customers contacted annually (service information, referral for services) by Senior Information and Assistance.	16.0%	8.0%	8.5%	5.0%

Due to a decrease in funding for 2013-14, the Department anticipates only a 5% target increase in the number of individual customers contacted for Senior Information and Assistance.

COUNTY GOAL: IMPROVE COUNTY GOVERNMENT OPERATIONS

- Objective(s):**
- *Monitor and evaluate operations and implement strategies to continually improve efficiency and effectiveness.*

Department Strategy: • *Ensure Public Guardian provides timely and accurate financial support to conservatees.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Pay 85% of conservatees' bills within ten days of receipt.	81.0%	85.0%	86.4%	87%



SUMMARY OF BUDGET UNITS

2013-14					
	Requirements	Revenue	Net County Cost	Fund Balance	Net Budget
General Fund					
Aging and Adult Services	8,914,746	8,914,746	0		46
Public Guardian-Conservator	903,483	286,850	616,633		19
Total General Fund	9,818,229	9,201,596	616,633		65

5-YEAR REQUIREMENTS TREND					
	2009-10	2010-11	2011-12	2012-13	2013-14
Aging and Adult Services	10,357,658	10,746,636	9,239,446	10,269,763	8,914,746
Public Guardian-Conservator	657,807	540,738	644,683	946,769	903,483
Total	11,015,465	11,287,374	9,884,129	11,216,532	9,818,229

5-YEAR SOURCES TREND					
	2009-10	2010-11	2011-12	2012-13	2013-14
Aging and Adult Services	9,156,851	9,562,605	9,239,446	10,269,763	8,914,746
Public Guardian-Conservator	135,221	353,153	232,984	325,663	286,850
Total	9,292,072	9,915,758	9,472,430	10,595,426	9,201,596

5-YEAR NET COUNTY COST TREND					
	2009-10	2010-11	2011-12	2012-13	2013-14
Aging and Adult Services	1,200,807	1,184,031	0	0	0
Public Guardian-Conservator	522,586	187,585	411,699	621,106	616,633
Total	1,723,393	1,371,616	411,699	621,106	616,633



Aging and Adult Services

DESCRIPTION OF MAJOR SERVICES

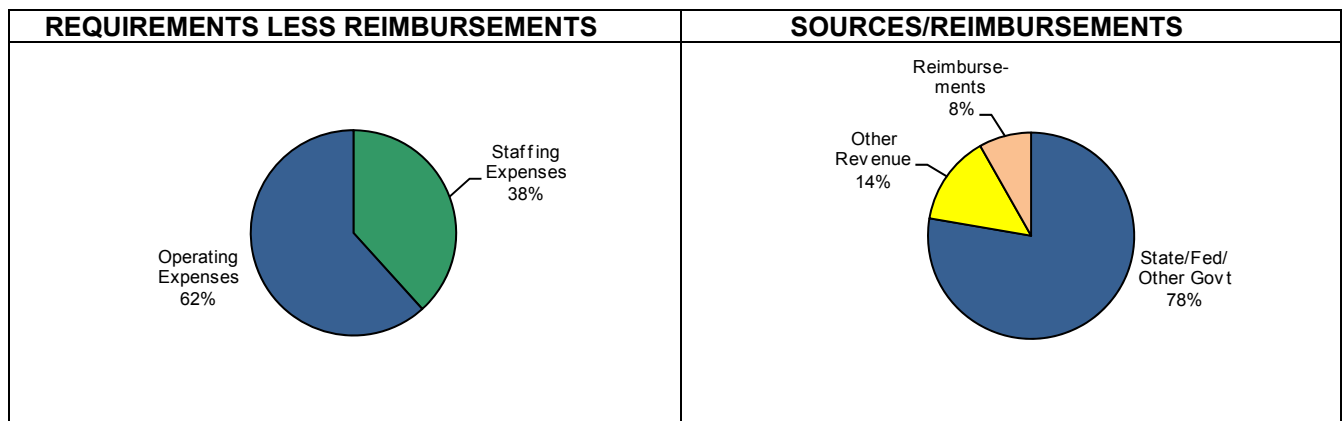
The Department of Aging and Adult Services (DAAS), under the direction of the California Department of Aging (CDA), serves as the federally designated Area Agency on Aging (AAA) for the County of San Bernardino and is responsible for administering programs under the Older Americans Act (OAA).

Budget at a Glance

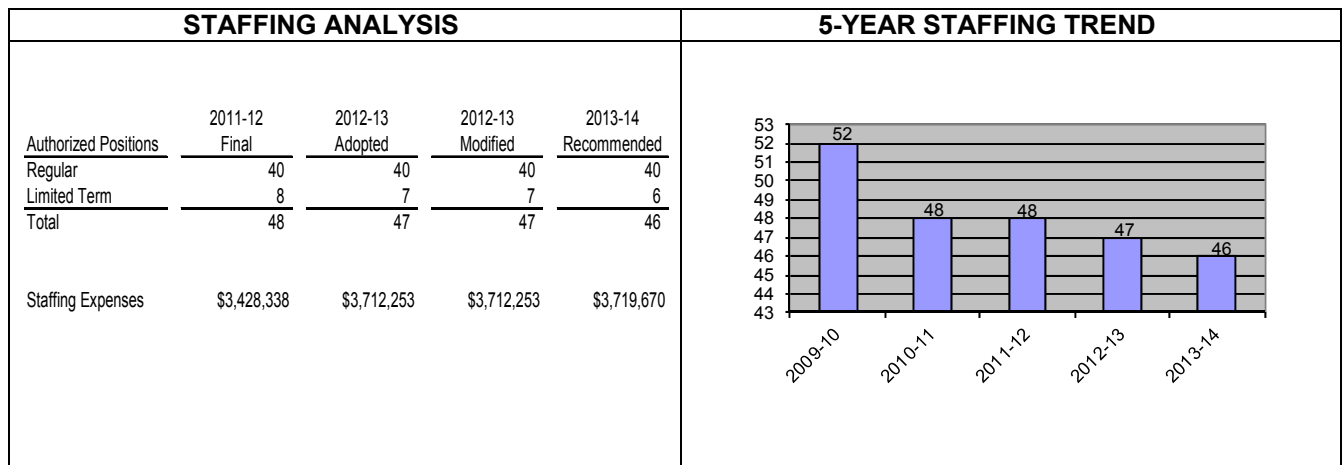
Total Requirements	\$8,914,746
Total Sources	\$8,914,746
Net County Cost	\$0
Total Staff	46
Funded by Net County Cost	0%

The Department works to ensure options are easily accessible to all older individuals and to have a visible resource where seniors can go or call for information. Programs offered by the Department include Senior Information and Assistance (SIA), Elderly Nutrition Program, Senior Community Service Employment Program (SCSEP), Senior Supportive Services, Health Insurance Counseling and Advocacy Program (HICAP), Family Caregiver Support Program (FCSP), Multipurpose Senior Services Program (MSSP), and Long-Term Care Ombudsman (OMB).

2013-14 RECOMMENDED BUDGET



BUDGETED STAFFING



ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Aging and Adult Services
FUND: General

BUDGET UNIT: AAF OOA
FUNCTION: Public Assistance
ACTIVITY: Administration

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	3,306,071	3,517,741	3,428,338	3,588,110	3,712,253	3,719,670	7,417
Operating Expenses	7,462,602	7,497,566	6,297,267	6,678,595	7,150,886	5,990,783	(1,160,103)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	10,768,673	11,015,307	9,725,605	10,266,705	10,863,139	9,710,453	(1,152,686)
Reimbursements	(416,301)	(456,944)	(561,178)	(495,593)	(593,376)	(795,707)	(202,331)
Total Appropriation	10,352,372	10,558,363	9,164,427	9,771,112	10,269,763	8,914,746	(1,355,017)
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	10,352,372	10,558,363	9,164,427	9,771,112	10,269,763	8,914,746	(1,355,017)
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	9,085,037	9,511,716	7,972,198	8,501,822	8,993,231	7,544,959	(1,448,272)
Fee/Rate	64,717	50,889	0	0	0	0	0
Other Revenue	7,027	0	144,606	61,670	68,912	0	(68,912)
Total Revenue	9,156,781	9,562,605	8,116,804	8,563,492	9,062,143	7,544,959	(1,517,184)
Operating Transfers In	0	0	1,057,620	1,207,620	1,207,620	1,369,787	162,167
Total Sources	9,156,781	9,562,605	9,174,424	9,771,112	10,269,763	8,914,746	(1,355,017)
Net County Cost	1,195,591	995,758	(9,997)	0	0	0	0
Budgeted Staffing					47	46	(1)

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

Staffing expenses of \$3.7 million fund 40 regular positions and 6 limited term positions. Operating expenses of \$6.0 million primarily consists of obligations for contracted services for the Senior Nutrition, Supportive Services, Family Caregiver, and Multipurpose Senior Services Program programs.

Sources of \$7.5 million include revenue for the Senior Nutrition Services, Supportive Services, Family Caregiver, and the Multipurpose Senior Services Program programs.

BUDGET CHANGES AND OPERATIONAL IMPACT

In 2013-14, requirements will decrease by \$1.4 million primarily due to reductions in contracted vendor payments and is slightly offset by increases in reimbursements that are received from other departments. The reduction in operations is attributed to reductions in sources. DAAS has reduced staff by one limited term position in 2013-14.

Sources will decrease by \$1.4 million due to reductions in federal and state revenues resulting from sequestration budget cuts to services such as Nutrition, Supportive Services, Family Caregiver, and Senior Employment programs; elimination of one-time only Federal funds, and decreased funding for Medi-Cal Administrative Activities (MAA). The reduction of MAA funding will be offset through one-time bridge funding from Human Services. The Department will seek alternative sources to replace the bridge funds prior to approval of the 2014-15 budget process.

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$3.7 million fund 46 budgeted positions of which 40 are regular positions and 6 are limited term positions. The recommended budget includes a decrease in positions from 47 to 46 positions due to the elimination of 1 vacant Senior Employment Program Aid position. Operations will not be affected by the reduction as work duties will be assumed by the remaining program staff.



2013-14 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Administration	12	0	12	11	1	0	12
Multipurpose Senior Services Program	10	0	10	8	2	0	10
Ombudsman	1	4	5	5	0	0	5
Senior Community Service Employment Program	0	2	2	2	0	0	2
Senior Information and Assistance	17	0	17	17	0	0	17
Total	40	6	46	43	3	0	46

Administration	Multipurpose Senior Services Program	Ombudsman
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
1 Deputy Director	1 Supv Social Services Practitioner	1 DAAS Program Supervisor
1 Administrative Supervisor II	4 Social Services Practitioner	1 OMB Office Manager
3 Accounting Technician	2 Social Worker II	3 OMB Field Coordinators
1 Office Assistant III	2 Public Health Nurse	5 Total
5 Staff Analyst II	1 Fiscal Assistant	
1 Secretary	10 Total	
12 Total		
Senior Community Service Employment Program (SCSEP)	Senior Information and Assistance	
<u>Classification</u>	<u>Classification</u>	
2 SCSEP Program Aides	2 DAAS Program Supervisor	
2 Total	8 Social Services Aide	
	7 Senior Information and Referral Rep	
	17 Total	



Public Guardian - Conservator

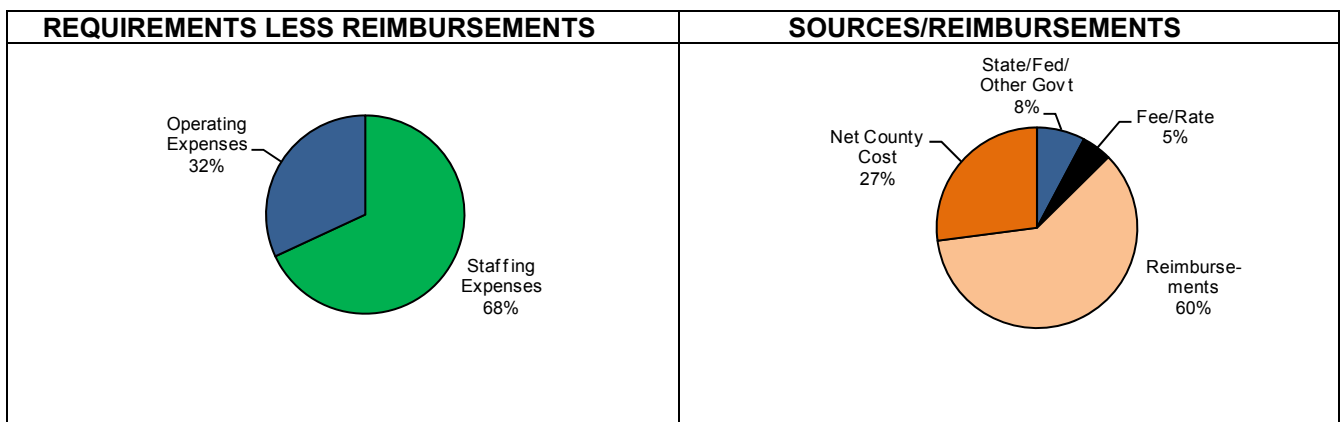
DESCRIPTION OF MAJOR SERVICES

By court appointment, the Public Guardian-Conservator acts as conservator for any individuals found to be gravely disabled or to lack capacity to manage their finances and provide their own care. A conservator has the responsibility for the conservatee's care, custody and control. The conservator determines where the conservatee lives and ensures his/her daily needs are met. Conservatees must be placed in the least restrictive placement, which may include, but is not limited to the following: medical, psychiatric, nursing, or other licensed facility or state hospital, County hospital, or United States government hospital.

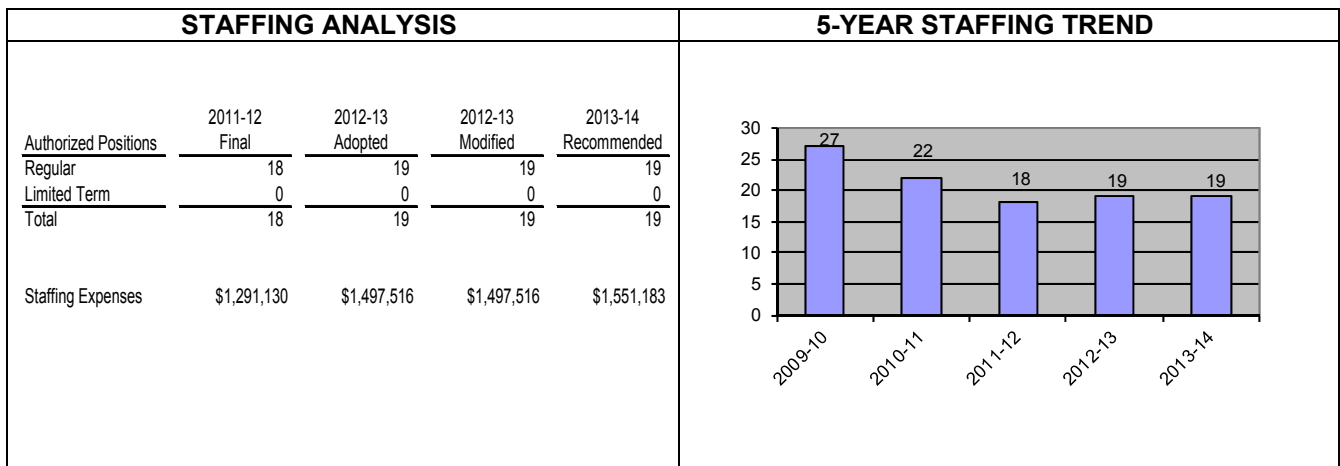
Budget at a Glance

Total Requirements	\$903,483
Total Sources	\$286,850
Net County Cost	\$616,633
Total Staff	19
Funded by Net County Cost	27%

2013-14 RECOMMENDED BUDGET



BUDGETED STAFFING



ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
 DEPARTMENT: Aging and Adult Services - Public Guardian-Conservator
 FUND: General

BUDGET UNIT: AAA PGD
 FUNCTION: Public Protection
 ACTIVITY: Other Protection

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	1,627,198	1,382,729	1,291,130	1,446,467	1,497,516	1,551,183	53,667
Operating Expenses	442,900	532,682	751,034	731,026	822,960	727,108	(95,852)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	2,070,098	1,915,411	2,042,164	2,177,493	2,320,476	2,278,291	(42,185)
Reimbursements	(1,412,292)	(1,374,673)	(1,397,484)	(1,361,139)	(1,373,707)	(1,374,808)	(1,101)
Total Appropriation	657,806	540,738	644,680	816,354	946,769	903,483	(43,286)
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	657,806	540,738	644,680	816,354	946,769	903,483	(43,286)
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	(17,500)	242,767	97,054	178,727	200,113	176,850	(23,263)
Fee/Rate	152,304	109,742	135,416	101,164	125,000	110,000	(15,000)
Other Revenue	416	643	514	0	550	0	(550)
Total Revenue	135,220	353,152	232,984	279,891	325,663	286,850	(38,813)
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	135,220	353,152	232,984	279,891	325,663	286,850	(38,813)
Net County Cost	522,586	187,586	411,696	536,463	621,106	616,633	(4,473)
Budgeted Staffing					19	19	0

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

Major expenditures and revenue represent the following:

- Staffing expenses of \$1.6 million will fund 19 budgeted positions.
- Reimbursements of \$1.4 million represent funding received primarily from the Department of Behavioral Health for conservatee case costs and from the Sheriff/Coroner/Public Administrator for reimbursement of warehouse operation costs.
- State/federal/other government aid revenue of \$176,850 represents reimbursement for Medi-Cal Administrative Activities (MAA) and AB109 Criminal Justice Realignment and SB90 Mandate.
- Fee/rate revenue of \$110,000 represents Court-ordered fees paid to the Department from the estates of conservatees.

BUDGET CHANGES AND OPERATIONAL IMPACT

Staffing expenses will increase by \$53,667 in part due to increased retirement costs and a fully budgeted Supervising Deputy Public Guardian position. Operating expenses will decrease by \$95,852 primarily due to reductions to COWCAP and transfers out for shared administrative costs with DAAS and other HS divisions. There will be no operational impact as a result of these expenditure changes.

Budgeted sources in the 2013-14 recommended budget will decrease by \$38,813 as a result of reduced revenues received for the AB109 Criminal Justice prisoner release program and fee revenue received from conservatees. Decreased sources are offset by decreased expenditures and the Department foresees no operational impact.



STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$1.6 million will fund 19 budgeted regular positions and includes a Supervising Deputy Public Guardian position that was partially funded in 2012-13. There will be no staffing level adjustments in 2013-14.

2013-14 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Public Guardian - Conservator	19	0	19	19	0	0	19
Total	19	0	19	19	0	0	19

Public Guardian - Conservator

Classification

1	Chief Public Guardian
6	Deputy Public Guardian
2	Estate Property Specialist
1	Fiscal Assistant
1	Fiscal Specialist
3	Office Assistant III
1	Social Service Aide
1	Social Service Practitioner
1	Staff Analyst II
1	Supervising Office Assistant
1	Supv. Deputy Public Guardian I
19	Total



CHILD SUPPORT SERVICES

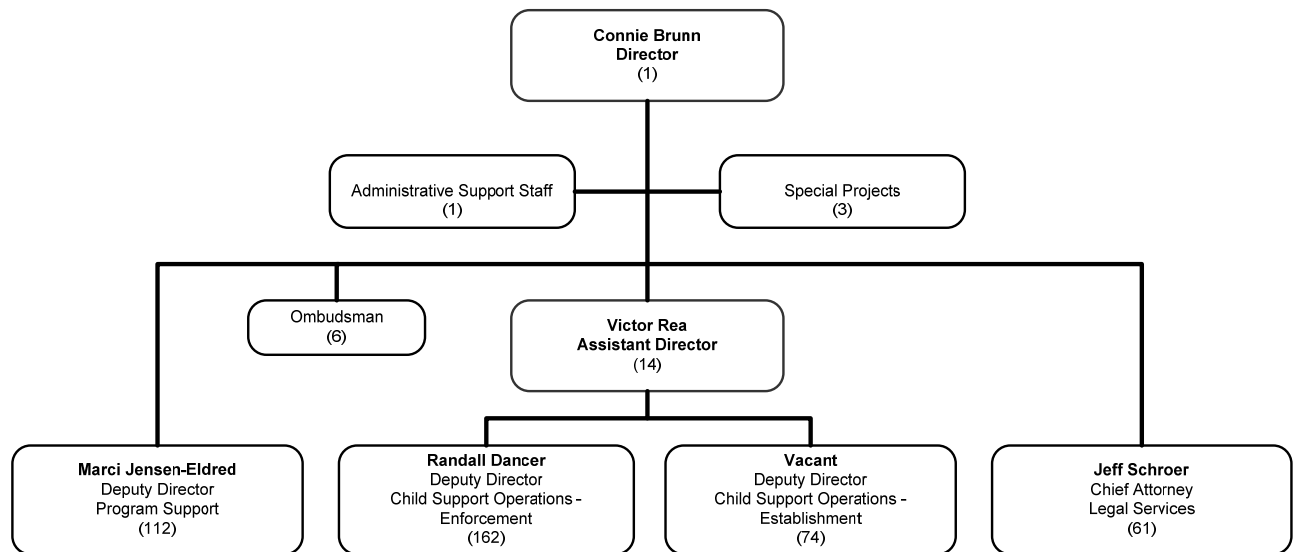
Connie Brunn

DEPARTMENT MISSION STATEMENT

The County of San Bernardino Department of Child Support Services determines paternity, establishes and enforces child support orders, and secures payments to assist families in meeting the financial and medical needs of their children. The Department provides timely and effective service in a professional manner.



ORGANIZATIONAL CHART



2012-13 ACCOMPLISHMENTS

- Collected \$169.4 million in child support payments in Federal Fiscal Year 2012, a 4.34% increase over the prior fiscal year.
- Received ranking of second in the State in program cost effectiveness, distributing \$4.38 for each dollar in funding provided to the Department.
- Received the California Department of Child Support Services Directors' Excellence Award for exceeding all performance goals in Federal Fiscal Year 2012 for the second consecutive year,
- Recognized by the California Department of Child Support Services for increasing distributed collections by 4.3% over the prior fiscal year.
- Installed kiosks in all three offices and at the court location to enable participants to access case information, links to related state and County websites, and provide the option of making a child support payment on line via credit card.
- Continued efforts to ensure availability of services to all County residents by assisting customers with their child support-related issues at Transitional Assistance Department (TAD) offices located throughout the County.
- Continued to collaborate with the San Bernardino County Workforce Development Department to provide employment-related services to unemployed non-custodial parents who are unable to meet their child support obligation.



COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

Objective(s): • *To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.*

- Department Strategy:**
- *Work in collaboration with parents to obtain accurate and appropriate child support orders for the families in San Bernardino County.*
 - *Increase the collections of current child support which will result in more money being received by San Bernardino County families.*
 - *Educate Parents about the child support program and the importance of paying consistently and the need for reliable child support on a monthly basis.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Percentage of current child support collected compared to the total current child support due.	60%	62%	62.83%	64%

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

Objective(s): • *To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.*

- Department Strategy:**
- *Create a team dedicated to the collection of child support arrears/past due child support with a focus on increased collections.*
 - *Work with the San Bernardino Courts on non-DCSS cases to prevent the accumulation of child support arrears by involving Child Support Services early in the process.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Increase the percentage of child support cases with a collection of arrears compared to the total child support cases with arrears owed.	62.6%	64.6%	65.25%	66%

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

Objective(s): • *Maximize the utilization of Federal and State programs and funding to mitigate the effects of the economic downturn on county residents.*

- Department Strategy:**
- *Implement efficiencies in our business processes in order to increase collections and improve cost effectiveness.*
 - *Continue to implement efficient processes regarding the Automated Statewide Child Support System to identify changes that will improve collections and cost effectiveness.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Amount of child support collected for every dollar expensed.	\$4.38	\$4.21	\$4.34	\$4.34



SUMMARY OF BUDGET UNITS

	2013-14					
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<u>General Fund</u>						
Child Support Services	40,134,968	40,134,968	0			434
Total General Fund	40,134,968	40,134,968	0			434

5-YEAR REQUIREMENTS TREND					
	2009-10	2010-11	2011-12	2012-13	2013-14
Child Support Services	38,197,787	39,696,127	38,934,431	39,685,993	40,134,968
Total	38,197,787	39,696,127	38,934,431	39,685,993	40,134,968

5-YEAR SOURCES TREND					
	2009-10	2010-11	2011-12	2012-13	2013-14
Child Support Services	38,197,787	39,696,127	38,934,431	39,685,993	40,134,968
Total	38,197,787	39,696,127	38,934,431	39,685,993	40,134,968

5-YEAR NET COUNTY COST TREND					
	2009-10	2010-11	2011-12	2012-13	2013-14
Child Support Services	0	0	0	0	0
Total	0	0	0	0	0



Child Support Services

DESCRIPTION OF MAJOR SERVICES

The Department of Child Support Services (DCSS) promotes family self-sufficiency by helping parents meet their mutual obligation to provide financial and medical support for their children. These services are offered throughout San Bernardino County with offices located in the high desert, the west end, and the greater San Bernardino area.

Budget at a Glance

Total Requirements	\$40,134,968
Total Sources	\$40,134,968
Net County Cost	\$0
Total Staff	434
Funded by Net County Cost	0%

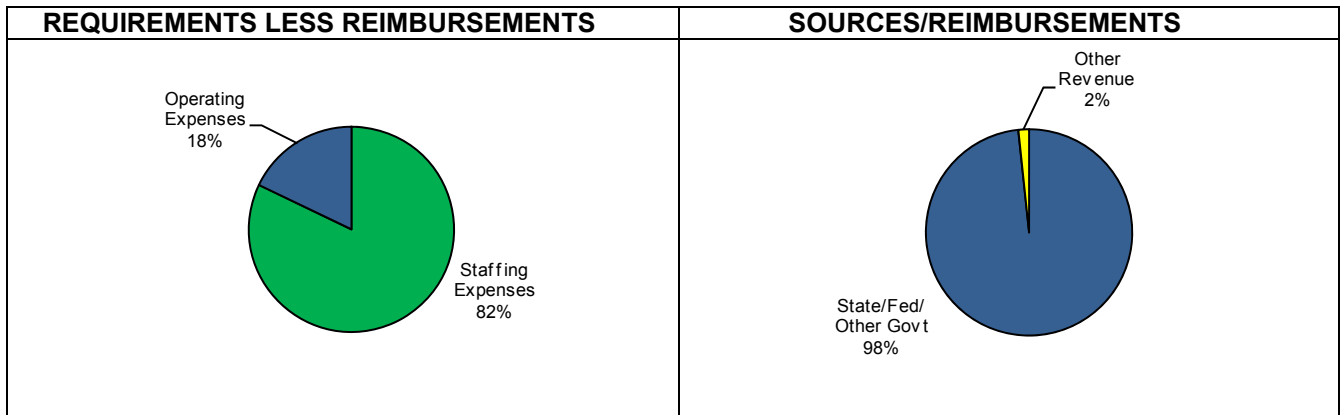
DCSS is dedicated to administering the program in a manner that puts the needs of the children first and foremost. The belief that working collaboratively with parents in understanding and meeting their obligations is a fundamental element in the success of the program.

The services provided by DCSS include the following:

- Locating parents to establish court orders for paternity, child and medical support.
- Enforcing court orders for child, family, spousal and medical support.
- Securing child support payments.
- Maintaining records of payments made and balances due.
- Modifying court orders when appropriate.

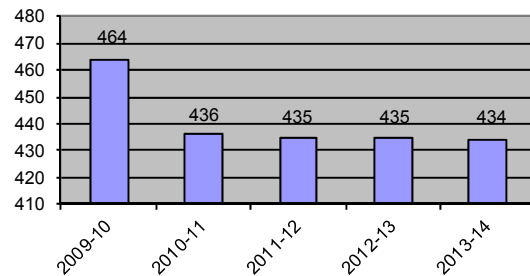
Additionally, DCSS offers services to assist customers with concerns that may arise in the progress of their case. The Ombudsman program administers the Complaint Resolution process, in which customers have the opportunity to raise concerns with the processing of their case, pursue resolution, and obtain information about the child support program and their rights and responsibilities.

2013-14 RECOMMENDED BUDGET



BUDGETED STAFFING

STAFFING ANALYSIS					5-YEAR STAFFING TREND				
Authorized Positions	2011-12 Final	2012-13 Adopted	2012-13 Modified	2013-14 Recommended					
Regular	435	434	434	434					
Limited Term	0	1	1	0					
Total	435	435	435	434					
Staffing Expenses	\$30,878,412	\$32,073,284	\$32,073,284	\$32,833,296					

**ANALYSIS OF 2013-14 RECOMMENDED BUDGET**

GROUP: Human Services
DEPARTMENT: Child Support Services
FUND: General

BUDGET UNIT: AAA DCS
FUNCTION: Public Protection
ACTIVITY: Judicial

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	29,898,490	30,602,092	30,878,412	31,452,802	32,073,284	32,833,296	760,012
Operating Expenses	8,278,733	8,908,877	7,951,067	7,496,755	7,657,433	7,146,571	(510,862)
Capital Expenditures	133,022	310,853	232,668	55,354	85,620	187,762	102,142
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	38,310,245	39,821,822	39,062,147	39,004,911	39,816,337	40,167,629	351,292
Reimbursements	(112,458)	(125,694)	(128,181)	(129,723)	(130,344)	(32,661)	97,683
Total Appropriation	38,197,787	39,696,128	38,933,966	38,875,188	39,685,993	40,134,968	448,975
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	38,197,787	39,696,128	38,933,966	38,875,188	39,685,993	40,134,968	448,975
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	38,136,673	39,268,735	38,864,818	38,813,188	38,891,056	39,462,528	571,472
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	61,113	427,392	67,376	62,000	794,937	672,440	(122,497)
Total Revenue	38,197,786	39,696,127	38,932,194	38,875,188	39,685,993	40,134,968	448,975
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	38,197,786	39,696,127	38,932,194	38,875,188	39,685,993	40,134,968	448,975
Net County Cost	1	1	1,772	0	0	0	0
Budgeted Staffing					435	434	(1)

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

Major requirements and sources include the following:

- Staffing expenses of \$32.8 million fund 434 budgeted positions.
- Operating expenses of \$7.1 million include professional services contracts, telephone services, mail services, COWCAP, leases, and other operating costs.

Sources of \$40.1 million primarily represent the federal and state allocation to fund child support operations. DCSS has no net county cost.



BUDGET CHANGES AND OPERATIONAL IMPACT

For 2013-14, requirements are expected to increase by \$0.5 million over the 2012-13 modified budget primarily due to the restoration of the one-time Federal and State funding reduction. During 2012-13, funding for Local Child Support Agencies was reduced as a result of the Governor's May Budget Revision. The restored funding will be used for increased salary and retirement benefits costs.

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$32.8 million fund 434 budgeted regular positions. This is a reduction of 1 position compared to the 2012-13 modified budget and is the net effect of 3 deletions and 2 additions. For 2013-14, 2 vacant program positions as well as 1 extra-help position are being deleted, and 1 legal services position and 1 technical support position are being requested. These adjustments are necessary to provide mandatory legal and technical support for child support operations, as well as improve the overall efficiency of the Department's daily operations.

2013-14 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Director and Ombudsman	11	0	11	10	1	0	11
Assistant Director and Technical Support	14	0	14	13	0	1	14
Program Support	112	0	112	106	6	0	112
Child Support Operations - Enforcement	162	0	162	155	7	0	162
Child Support Operations - Establishment	74	0	74	66	8	0	74
Legal Services	61	0	61	55	5	1	61
Total	434	0	434	405	27	2	434

Director and Ombudsman		Assistant Director and Technical Support		Program Support	
Classification		Classification		Classification	
1	Director of Child Support	1	Assistant Director of Child Support	1	Deputy Director
4	Child Support Officer II	1	Automated Systems Analyst I	1	Accountant II
1	Child Support Operations Manager	3	Automated Systems Technician	1	Accountant III
1	Executive Secretary II	1	Business Applications Manager	3	Accounting Technician
1	Media Specialist	1	Business Systems Analyst II	1	Administrative Supervisor II
1	Program Specialist I	1	Business Systems Analyst III	1	Child Support Accounting Supervisor
1	Program Specialist II	1	Department Systems Engineer	5	Child Support Assistant
1	Supervising Child Support Officer	1	IT Technical Assistant	44	Child Support Officer I / Trainee
11	Total	1	Secretary I	9	Child Support Officer II
		1	Secretary II	2	Child Support Operations Manager
		1	Statistical Analyst	4	Fiscal Assistant
		1	Supervising Auto Systems Analyst II	18	Office Assistant II
		14	Total	2	Payroll Specialist
				4	Program Specialist I
				3	Staff Analyst II
				3	Staff Training Instructor
				2	Storekeeper
				5	Supervising Child Support Officer
				2	Supervising Office Assistant
				1	Training & Development Supervisor
				112	Total
Child Support Operations - Enforcement		Child Support Operations - Establishment		Legal Services	
Classification		Classification		Classification	
1	Deputy Director	1	Deputy Director	1	Child Support Chief Attorney
14	Child Support Assistant	19	Child Support Assistant	7	Child Support Assistant
3	Child Support Asst Ops Manager	38	Child Support Officer I	15	Child Support Attorney III
99	Child Support Officer I	7	Child Support Officer II	24	Child Support Officer I
16	Child Support Officer II	2	Child Support Operations Manager	3	Child Support Officer II
4	Child Support Operations Manager	1	Office Assistant II	1	Child Support Operations Manager
8	Office Assistant II	1	Secretary I	2	Office Assistant III
2	Office Assistant III	5	Supervising Child Support Officer	1	Secretary I
15	Supervising Child Support Officer	74	Total	2	Supervising Child Support Attorney
162	Total			5	Supervising Child Support Officer
				61	Total



Wraparound Reinvestment Fund

DESCRIPTION OF MAJOR SERVICES

The Wraparound Services Program was created through Senate Bill (SB) 163, Chapter 795, Statutes of 1997, and is an intensive, community-based and family-centered process designed to allow children with serious behavior and/or emotional difficulties to remain in their community at the lowest level of care possible instead of being placed in a group home setting. Payments for Wraparound Services are included in the Aid to Families with Dependent Children (AFDC) – Foster Care budget unit. This bill allows counties to accumulate savings realized from a wraparound program and requires that the savings be reinvested in a Child Welfare Services Program.

Budget at a Glance

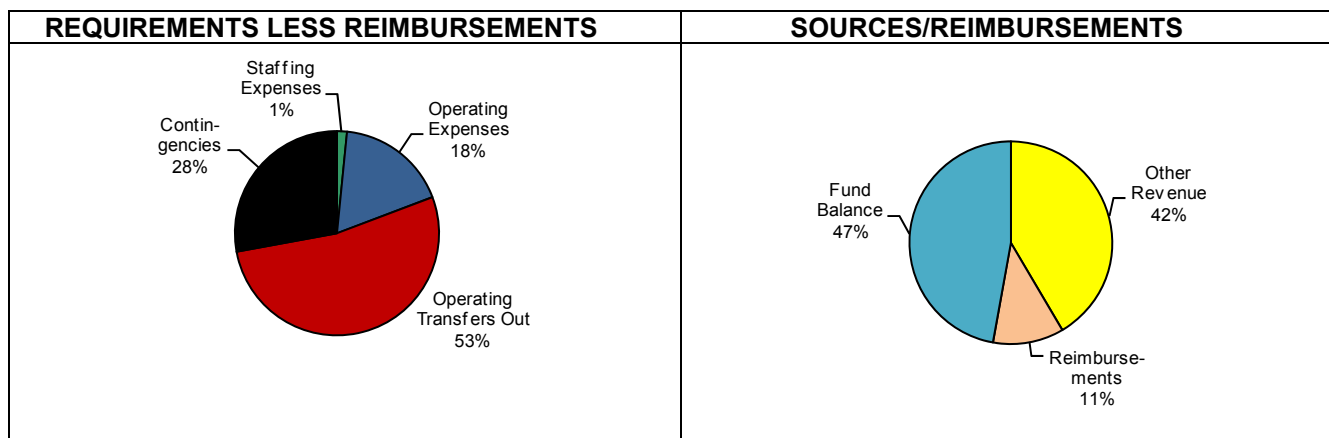
Total Requirements	\$16,947,295
Total Sources	\$7,935,000
Fund Balance	\$9,012,295
Use of Fund Balance	\$3,680,527
Total Staff	6

Contracts have been established with five agencies to provide Countywide Wraparound Program Services to high risk children. These contracts stipulate that the County will retain 5% of the monthly Wraparound Foster Care payments for federally eligible cases and 10% of the monthly Wraparound Foster Care payments for non-federally eligible cases.

This budget unit will provide funding to 1) reinvest in services for youth in placement while they are being assessed for residential based services, 2) enhance services provided to foster care children and their families, 3) expand services to youth aging out of the foster care system in order to promote self-sufficiency in these young adults and 4) provide matching funds to access additional federal funding in support of the Child Welfare Services Program.

This budget unit requires no discretionary general funding (net county cost) since amounts are withheld from existing AFDC – Foster Care maintenance payments.

2013-14 RECOMMENDED BUDGET



BUDGETED STAFFING

STAFFING ANALYSIS					5-YEAR STAFFING TREND				
Authorized Positions	2011-12 Final	2012-13 Adopted	2012-13 Modified	2013-14 Recommended					
Regular	3	1	1	1					
Limited Term	25	5	5	5					
Total	28	6	6	6					
Staffing Expenses	\$1,203,198	\$263,436	\$263,436	\$302,370					

ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Human Services
FUND: Wraparound Reinvestment Fund

BUDGET UNIT: SIN BHI
FUNCTION: Public Assistance
ACTIVITY: Aid Program

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	0	650,051	1,203,198	236,870	263,436	302,370	38,934
Operating Expenses	877,306	2,250,552	3,257,484	2,530,499	3,995,560	3,374,405	(621,155)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	13,429,998	5,331,768	(8,098,230)
Total Exp Authority	877,306	2,900,603	4,460,682	2,767,369	17,688,994	9,008,543	(8,680,451)
Reimbursements	0	(1,331,186)	(1,378,400)	(2,004,961)	(2,000,000)	(2,160,000)	(160,000)
Total Appropriation	877,306	1,569,417	3,082,282	762,408	15,688,994	6,848,543	(8,840,451)
Operating Transfers Out	0	0	0	10,098,752	5,098,752	10,098,752	5,000,000
Total Requirements	877,306	1,569,417	3,082,282	10,861,160	20,787,746	16,947,295	(3,840,451)
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	3,230,053	6,550,990	6,309,157	7,830,620	8,744,911	7,935,000	(809,911)
Total Revenue	3,230,053	6,550,990	6,309,157	7,830,620	8,744,911	7,935,000	(809,911)
Operating Transfers In	920,321	0	0	0	0	0	0
Total Sources	4,150,374	6,550,990	6,309,157	7,830,620	8,744,911	7,935,000	(809,911)
Fund Balance					12,042,835	9,012,295	(3,030,540)
Budgeted Staffing					6	6	0

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

Requirements for 2013-14 are \$16.9 million which is made up of the following:

- \$0.3 million which funds 6 positions.
- \$3.4 million in operating expenses which is made up of the services and supplies, travel and public assistance purchases for children in need.
- \$5.3 million in contingencies to be set aside for future use.
- \$10.1 million in operating transfers out to the Human Services Administrative Claim budget unit to provide matching funds which will allow access to additional federal funding in support of the Child Welfare Services Program which is administered by Children and Family Services.

Reimbursements and sources of \$10.1 million is anticipated from unexpended funds that will be recovered from contractors as their contracts end.



BUDGET CHANGES AND OPERATIONAL IMPACT

Changes anticipated in 2013-14 are a decrease of \$3.8 million of requirements which includes the following:

- Staffing expenses increasing by \$38,934 to fund 6 positions.
- Operating expenses decreasing by \$621,155 due to a \$615,000 reduction in transfers.
- Reimbursement increasing by \$160,000 which is retained Wraparound Services Program payments.
- Contingencies decreasing by \$8.1 million based on remaining fund balance that may be used to cover Wraparound program payments.
- Operating transfers out increasing by \$5.0 million to fund mandated requirements within the foster care program reducing the need to use Social Services Realignment.

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$302,370 fund 6 budgeted positions of which 1 is a regular position and 5 are limited term positions.

2013-14 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Family to Family	1	5	6	6	0	0	6
Total	1	5	6	6	0	0	6

Family to Family Program

Classification

- 5 Contract CFS Parent Partner I
- 1 Peer and Family Assistant I
- 6 Total



Human Services Subsistence Funds - Consolidated

DESCRIPTION OF MAJOR SERVICES

Aid to Indigents (General Relief) provides mandated County subsistence in the form of cash aid for food, shelter and transportation to indigents who do not meet categorical eligibility requirements for state and federally funded programs. These general relief payments facilitate transition to an employable status and/or provide interim assistance pending receipt of Social Security Income (SSI) benefits. Revenue under this program represents retroactive SSI payments which the County receives as reimbursements for general relief assistance provided to SSI eligible indigents prior to their enrollment in the SSI program and reimbursements made by non-SSI eligible indigents when assistance under this program is no longer needed.

Budget at a Glance

Total Requirements	\$511,782,257
Total Sources	\$482,384,868
Net County Cost	\$29,397,389
Total Staff	0
Funded by Net County Cost	6%

Domestic Violence/Child Abuse Services provides for a number of contracts with agencies to ensure temporary shelter, food, transportation, emergency services and treatment/counseling for adults and children who are victims of domestic violence and child abuse. The domestic violence program under SB 1246 is funded by a surcharge on marriage licenses and court fines imposed in domestic violence cases. The child abuse prevention program is funded by a state grant and revenues generated from a surcharge placed on certified copies of birth certificates. Revenues from the surcharges are deposited into special revenue funds and used to fund the payments to contractors. These three revenue sources provide 100% of the funding for this program.

Entitlement Payments (Childcare) provides for the Stage 1 Childcare Program administered by the Transitional Assistance Department (TAD). This program is one of the major programs of federal welfare reform and the resulting state CalWORKs program and is intended to fund childcare for CalWORKs recipients who are seeking employment or have obtained employment. Childcare provider payments are 100% federally and state funded through reimbursements by the state.

Out-of-Home Child Care provides assistance grants for room, board and care for children pending determination of eligibility for state or federal aid, those who are ineligible due to other resources or those who are undocumented residents. Some of these children have serious emotional and medical problems which increase the difficulty of locating appropriate facilities for care. Costs for this program can fluctuate based on the unique nature and requirements of each individual case.

Aid to Adoptive Children program provides financial assistance to adoptive parents who would otherwise not be able to provide for a child's special needs. The children are either personally disadvantaged, physically handicapped or adolescents. This program enables hard to place children to be adopted and taken out of the higher cost Foster Care program. This budget unit is funded approximately 42% federal, 44% state (2011 Realignment), with the remaining costs offset by revenue from Social Services Realignment and discretionary general funding (net county cost).

AFDC-Foster Care provides aid payments for children living in foster homes and group-care facilities. The Foster Care caseload consists of cases from both Children and Family Services (CFS) (approximately 90%) and Probation (approximately 10%). The cost of Probation related foster care cases is approximately 2 times greater than CFS cases due to the higher levels of care required for these juveniles. There are two funding eligibility criteria in the Foster Care Program, federal (federal, state and county participation) and non-federal (state and county only). Foster Care placements are generally eligible for federal financial participation if the parents meet the previous Aid to Families with Dependent Children (AFDC) Program criteria.

- For federally eligible (federal) cases, the cost-sharing ratios are now approximately 45% federal, 21.5% state (2011 Realignment), and 33.5% County.
- For non-federally eligible (non-federal) cases, the cost-sharing ratio is 40% state (2011 Realignment) and 60% County.
- All County share-of-cost is mandated and is reimbursed from Social Services Realignment and discretionary general funding (net county cost).



Refugee Cash Assistance provides assistance payments for a maximum of eight months to all refugees who cannot meet the requirements for the Refugee Demonstration Project and CalWORKs programs. This program is 100% federally funded and open-ended.

Cash Assistance for Immigrants program, under AB 2779, provides cash assistance to aged, blind and disabled legal immigrants who meet the Supplemental Security Income/State Supplementary Payment (SSI/SSP) immigration status requirements in effect on August 21, 1998, and all other current SSI/SSP eligibility requirements, yet are no longer eligible for SSI/SSP solely due to their immigration status. This program is 100% state funded.

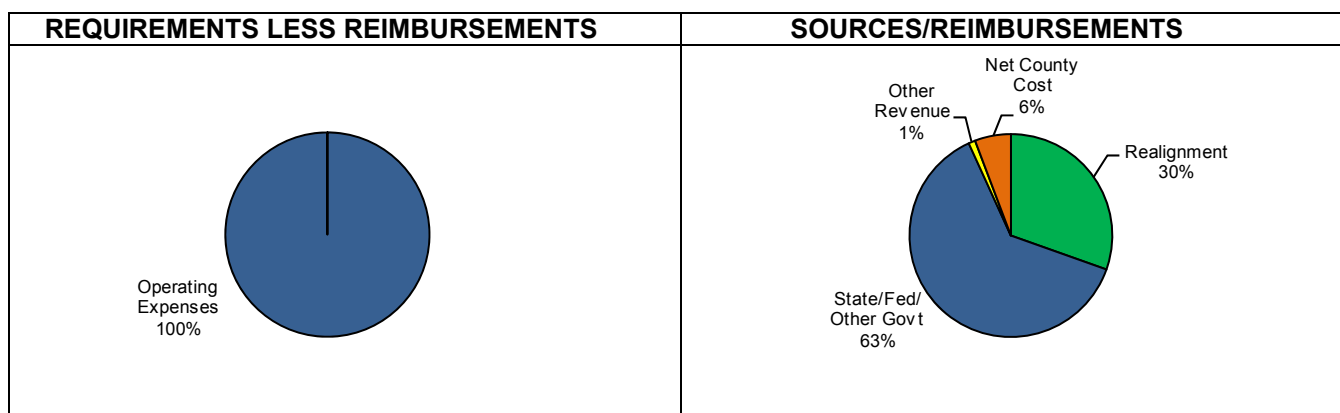
CalWORKs – All Other Families provides CalWORKs assistance payments to families eligible for aid and includes all cases that have not been identified as two-parent or zero-parent families. The federal and state governments reimburse 97.5% of the costs for this program. Currently, approximately 37.5% of state funding is 2011 Realignment. The mandated County share of 2.5% is funded by discretionary general funding (net county cost).

Kinship Guardianship Assistance Program (Kin-Gap) provides a subsidy to children who leave the juvenile court dependency system to live with a relative legal guardian. It offers relative caregivers of dependent children an option for providing a permanent home to these children. To be eligible for the program, the child must have lived with the relative at least 12 consecutive months, the relative guardianship must be established pursuant to Welfare and Institutions Code 366.26, and the juvenile court dependency for the child must be dismissed. Movement to the Kin-Gap program is not automatic. The court, with a recommendation from the social worker, has discretion regarding whether termination of dependency is in the child's best interest. This program is approximately 87.7% state (2011 Realignment) funded; the remaining 12.3% is funded by discretionary general funding (net county cost).

CalWORKs – 2 Parent Families provides payments to resident families who are eligible for aid in accordance with state law. This budget includes all cases identified as having two parents in the home or in which the parents are excluded from, or ineligible for, CalWORKs. The federal and state governments reimburse 97.5% of the costs for this program. The mandated County share of 2.5% is funded by discretionary general funding (net county cost).

There is no staffing associated with these budget units. Services for the above programs are provided by staff budgeted in the Human Services (HS) Administrative Claim budget unit.

2013-14 RECOMMENDED BUDGET



ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Human Services Subsistence
FUND: Human Services Subsistence - Consolidated

BUDGET UNIT: Various
FUNCTION: Public Assistance
ACTIVITY: Aid Programs

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	458,805,325	500,221,044	462,275,843	480,453,819	495,769,398	512,561,659	16,792,261
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	458,805,325	500,221,044	462,275,843	480,453,819	495,769,398	512,561,659	16,792,261
Reimbursements	0	(825,444)	(712,333)	(779,402)	(779,402)	(779,402)	0
Total Appropriation	458,805,325	499,395,600	461,563,510	479,674,417	494,989,996	511,782,257	16,792,261
Operating Transfers Out	920,321	0	0	0	0	0	0
Total Requirements	459,725,646	499,395,600	461,563,510	479,674,417	494,989,996	511,782,257	16,792,261
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	26,423,998	36,843,043	130,852,212	143,332,116	148,234,956	155,750,138	7,515,182
State, Fed or Gov't Aid	405,740,566	435,168,514	305,028,947	304,220,324	319,662,276	321,129,730	1,467,454
Fee/Rate	1,613,622	1,869,596	0	0	0	0	0
Other Revenue	210,337	550,477	684,962	524,588	495,375	505,000	9,625
Total Revenue	433,988,523	474,431,630	436,566,121	448,077,028	468,392,607	477,384,868	8,992,261
Operating Transfers In	739,824	(33,419)	0	5,000,000	0	5,000,000	5,000,000
Total Sources	434,728,347	474,398,211	436,566,121	453,077,028	468,392,607	482,384,868	13,992,261
Net County Cost	24,997,299	24,997,389	24,997,389	26,597,389	26,597,389	29,397,389	2,800,000
Budgeted Staffing					0	0	0

Consolidated Human Services Subsistence Funds are increasing requirements by \$16.8 million due to a combination of caseload and grant payment increases in HS Subsistence budget units. Sources are increasing by \$14.0 million which includes an increase of \$7.5 million in Realignment (both Social Services Realignment and 2011 Realignment funds). This represents required matching funds in various HS Subsistence budget units due to caseload and cost growth and is outlined in the HS Administrative Claim budget unit. Additional \$2.8 million in discretionary general funding (net county cost) is required because the County share for programs with decreasing requirements is minimal (0 - 2.5%) and the County share for programs with increasing requirements is significant (15% - 60%).

Realignment Breakdown and History 2011-14

	2011-12 Actual		2012-13 Estimate		2012-13 Modified Budget		2013-14 Recommended		Change from Modified	
	R 1	R 2	R 1	R 2	R 1	R 2	R 1	R 2	R 1	R 2
Domestic Violence	-	0.5	-	0.5	-	0.5	-	0.5	-	-
Aid to Adoptive Children	5.1	21.3	5.6	22.8	5.8	23.3	6.4	25.0	0.6	1.7
AFDC - Foster Care	32.7	28.4	30.1	32.5	36.7	33.2	31.6	35.3	(5.1)	2.1
Kinship Guardianship	-	-	-	3.0	-	-	-	3.4	-	3.4
CalWORKs Cash Aid	-	42.9	-	48.7	-	48.7	-	53.5	-	4.8
Total	37.8	93.1	35.7	107.5	42.5	105.7	38.0	117.7	(4.5)	12.0
Grand Total		130.9		143.2		148.2		155.7		7.5

R1 = Social Services Realignment
R2 = 2011 Realignment



DETAIL OF 2013-14 RECOMMENDED BUDGET

	2013-14			
	Requirements	Sources	Net County Cost	Staffing
<u>Subsistence Funds</u>				
Aid to Indigents (Fund AAA ATI)	1,711,197	505,000	1,206,197	0
Domestic Violence/Child Abuse Services (Fund AAA DVC)	531,812	531,812	0	0
Entitlement Payments (Child Care) (Fund AAA ETP)	31,244,447	31,244,447	0	0
Out-of-Home Child Care (Fund AAA OCC)	810,566	0	810,566	0
Aid to Adoptive Children (AAB ATC)	56,334,041	54,384,521	1,949,520	0
AFDC - Foster Care (Fund AAB BHI)	123,710,568	106,395,312	17,315,256	0
Refugee Cash Assistance (AAB CAP)	75,918	75,918	0	0
Cash Assistance for Immigrants (AAB CAS)	1,924,374	1,924,374	0	0
CalWORKs - All Other Families (AAB FGR)	248,426,880	242,216,208	6,210,672	0
Kinship Guardianship Assistance Program (AAB KIN)	7,485,732	6,568,722	917,010	0
CalWORKs - 2 Parent Families (Fund AAB UPP)	39,526,722	38,538,554	988,168	0
Total Subsistence Funds	511,782,257	482,384,868	29,397,389	0

BUDGET CHANGES AND OPERATIONAL IMPACT

Aid to Indigents (General Relief) includes operating expenses of \$1.7 million which provides cash aid for food, shelter and transportation, as well as SSI advocacy legal fees, to indigents who do not meet categorical eligibility requirements for state and federally funded programs. Due to anticipated minor caseload decreases, requirements level will decrease by \$70,919. As a result of a small growth in sources from increased SSI referrals, net county cost is expected to decrease \$230,544 to \$1.2 million. These savings allow the overall HS Subsistence budget units to remain within overall net county cost targets.

Domestic Violence/Child Abuse Services includes operating expenses of \$1.3 million which funds contracts with agencies to ensure temporary shelter, food, transportation, emergency services and treatment/counseling for adults and children who are victims of domestic violence and child abuse. Reimbursements of \$779,402 are from a surcharge placed on certified copies of birth certificates, marriage licenses and court fines imposed in domestic violence cases. Sources of \$531,812 is from a state grant to fund the child abuse prevention program. There is no change to this budget unit from the prior year.

Entitlement Payments (Child Care) includes operating expenses of \$31.2 million which provides payments to childcare providers for Stage 1 childcare. The requirements and sources for 2013-14 will be increased by \$2.8 million. The Welfare to Work participation exemption for parents caring for young children expired June 30, 2012. Re-engagement of these clients began in March of 2013 and will continue throughout 2013-14. Therefore, these CalWORKs clients will be required to participate in work activities and the need for childcare services will increase.

Out-of-Home Child Care includes operating expenses of \$810,566 which provides assistance grants for room, board and care for children. Requirements are expected to remain level with the 2012-13 modified budget as the current average monthly caseload (34) and the current average monthly grant (\$2,001) are expected to remain constant through 2013-14.

Aid to Adoptive Children includes operating expenses of \$56.3 million which provides assistance to adoptive parents who would otherwise not be able to provide for a child's special needs. Requirements are projected to increase \$3.4 million (6.5%) over the 2012-13 modified budget due to continued caseload growth and associated costs resulting from the success of legislation (AB390) which encourages and promotes the adoption of eligible children. Continued increase in the average monthly grant payment is partially due to historical increases based on the child's needs and legislation (AB106) which granted a California Necessities Index (CNI) increase



retroactive to July 2011. Federal and state revenue (2011 Realignment) is projected to increase \$2.8 million. A net county cost increase is averted with the use of an additional \$591,066 of Social Services Realignment.

AFDC-Foster Care includes operating expenses of \$123.7 million, a \$12.0 million increase, consisting of \$120.3 million in aid payments and other expenses for children living in foster homes and group-care facilities, \$1.2 million in payments to Transitional Housing Program-Plus (THPP) contractors and \$2.2 million in transfers to the Wraparound Reinvestment Fund. The 100% state funded (2011 Realignment) THPP program provides support services to youth exiting foster care. The transfer to the Wraparound Reinvestment Fund represents the 5% - 10% of monthly Wraparound Foster Care payments to contractors that are contractually retained by the County to be re-invested in Child Welfare Services programs. The number of children receiving Wraparound services continues to increase resulting in an increase of \$160,000. Caseload is projected to increase by 4% overall, (federal cases by 5% with non-federal by 1%). Costs are projected to increase 8.5% due to the following:

- The United States District Court ordered a new method of determining payment rates for foster homes. While costs for foster care cases have increased slightly overall in recent years, the court-ordered foster home rate increases are projected to increase federal case costs by 2% and non-federal case costs by 10%.
- AB 12 allows wards and child welfare dependents turning age 18 in 2012 to remain in extended foster care (EFC). In 2014, these youth will be eligible to stay in care through age 21. The financial impact of this change has not yet been determined.

Federal revenue will increase by \$6.7 million and state revenue (2011 Realignment) will increase by \$2.0 million. \$5 million in additional revenue will be transferred from the Wraparound Reinvestment Fund. An additional \$3.4 million of net county cost is required for this program to meet mandated matches, and exceeds targets by \$566,239. Savings in other HS subsistence budget units allow HS to remain within overall net county cost targets.

Refugee Cash Assistance is 100% federally funded and includes operating expenses of \$75,918 which provides payments to refugees who cannot meet the requirements for the Refugee Demonstration Project and CalWORKs programs. Requirements and sources are projected to decrease slightly due to small changes to caseload and grant payment costs.

Cash Assistance for Immigrants is 100% state funded and includes operating expenses of \$1.9 million which provides payments to legal immigrants who meet the SSI/SSP immigration status requirements. Requirements and sources are projected to increase \$235,311 due to a 10% increase in caseload.

CalWORKs – All Other Families includes operating expenses of \$248.4 million which provides assistance payments to families eligible for aid and includes all cases that have not been identified as two-parent or zero-parent families. This is a \$1.4 million reduction from the prior year and is a result of slightly lower caseload. Federal and state revenue of \$188.7 million and 2011 Realignment revenue of \$53.5 million comprise 97.5% of the funding for this program, a \$1.3 million reduction from the 2012-13 modified budget. The resulting decrease of \$34,476 in net county cost allows HS to remain within overall net county cost targets.

Kinship Guardianship Assistance Program (Kin-GAP) includes operating expenses of \$7.5 million which provides subsidies to relative caregivers of children who leave the juvenile court dependency system to live with a relative legal guardian. Requirements are projected to increase \$1.1 million due an 18% increase in placement costs. Sources are projected to increase \$1.6 million due to the availability of additional 2011 Realignment funds. This additional revenue results in \$416,979 savings of net county cost and allows HS to remain within overall net county cost targets.

CalWORKs – 2 Parent Families includes operating expenses of \$39.5 million which provides assistance payments to all cases identified as having two parents in the home or in which the parents are excluded from or ineligible for CalWORKs. A state mandated reduction in aid payments contributes to a \$1.4 million decrease in requirements. Caseload is expected to remain stable in 2013-14. Federal and state revenue of \$38.5 million comprises 97.5% of the funding for this program, a \$1.3 million decrease from 2012-13 modified budget. The resulting decrease of \$34,240 in net county cost allows HS to remain within overall net county cost targets.



PRESCHOOL SERVICES

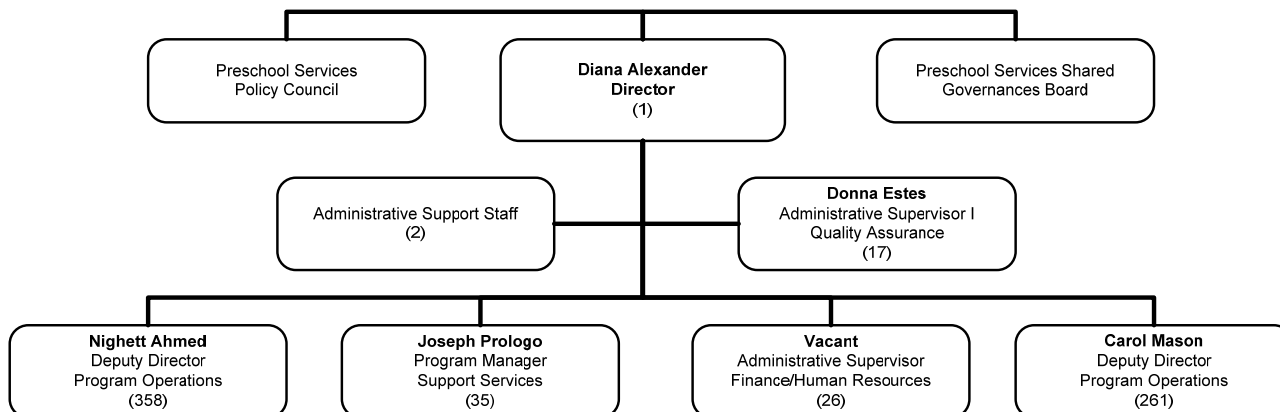
Diana Alexander

MISSION STATEMENT

Preschool Services improves the well-being of children, empowers families and strengthens communities.



ORGANIZATIONAL CHART



2012-13 ACCOMPLISHMENTS

- Moved approximately 24% of the children participating in the Pilot Preschool Services Department (PSD) food program classified as “obese” into the less severe “overweight” category and children classified as “overweight” to a “healthy weight” category.
- Provided Prevention and Early Intervention (PEI) Behavioral Health Services to over 400 children enrolled in PSD programs. Children exhibiting challenging behavior patterns and/or experiencing bereavement and loss are eligible to participate. Measurable improvement was documented after implementation.
- Provided prevention and early intervention services to 120 at-risk pregnant women through the Low-Income First-Time Mothers (LIFT) program. Outcomes include an increase of 51% of mothers using family planning methods, 36% increase in number of mothers accessing health care on a regular basis, 8% increase in number of mothers completing a GED or high school diploma, and a 5% increase in mothers with a regular job.
- Implemented a new “Preschool for All” pilot program which will enable PSD to provide school readiness services to families on our waiting list who might otherwise not be served.



COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

Objective(s): • *Promote public/private collaboration and projects that help to meet the health and human service needs of county residents.*

Department Strategy:

- *To promote School Readiness*
- *Increase Mathematical skills in all children to prepare for School Readiness.*
- *Increase Language and Literacy skills in all children to prepare for School Readiness.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Percentage of children who will show growth in Mathematical development skills utilizing the Desired Results Developmental Profile (DRDP-PS).	45%	50%	50%	60%
Percentage of children who will show growth in Language and Literacy utilizing the Desired Results Developmental Profile (DRDP-PS).	60%	70%	70%	75%

COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

Objective(s): • *Promote public/private collaboration and projects that help to meet the health and human service needs of county residents.*

Department Strategy:

- *Decrease the number of children who are initially identified as obese or overweight from the higher level of Body Mass Index (BMI) classification to the next lower level by children's heights and weights.*
- *Ensure that children receive both nutrition curriculum and physical activity daily within the classroom schedule.*
- *Promote nutrition education program for parents at each school site.*
- *Extend pilot program to all Preschool Services Department school sites that identified obese children in an effort to promote healthy lifestyle.*

Measurement	2011-12 Actual	2012-13 Target	2012-13 Estimate	2013-14 Target
Percentage of enrolled children identified as obese or overweight whose BMI is reduced.	N/A	N/A	N/A	10%



SUMMARY OF BUDGET UNITS

2013-14						
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<u>Special Revenue Fund</u>						
Preschool Services	49,514,614	49,466,702		47,912		700
Total Special Revenue Fund	49,514,614	49,466,702		47,912		700

5-YEAR REQUIREMENTS TREND					
	2009-10	2010-11	2011-12	2012-13	2013-14
Preschool Services	48,581,331	51,227,178	47,756,351	49,452,457	49,514,614
Total	48,581,331	51,227,178	47,756,351	49,452,457	49,514,614

5-YEAR SOURCES TREND					
	2009-10	2010-11	2011-12	2012-13	2013-14
Preschool Services	48,030,688	51,109,877	47,739,997	49,383,695	49,466,702
Total	48,030,688	51,109,877	47,739,997	49,383,695	49,466,702

5-YEAR FUND BALANCE TREND					
	2009-10	2010-11	2011-12	2012-13	2013-14
Preschool Services	550,643	117,301	16,354	68,762	47,912
Total	550,643	117,301	16,354	68,762	47,912



Preschool Services

DESCRIPTION OF MAJOR SERVICES

The Preschool Services Department (PSD) administers the Federal Head Start and Early Head Start programs, California Department of Education State Preschool program, First 5, as well as the Child and Adult Care Food program in 41 locations throughout the County of San Bernardino. The programs are fully funded from federal and state sources with no net county cost.

Budget at a Glance

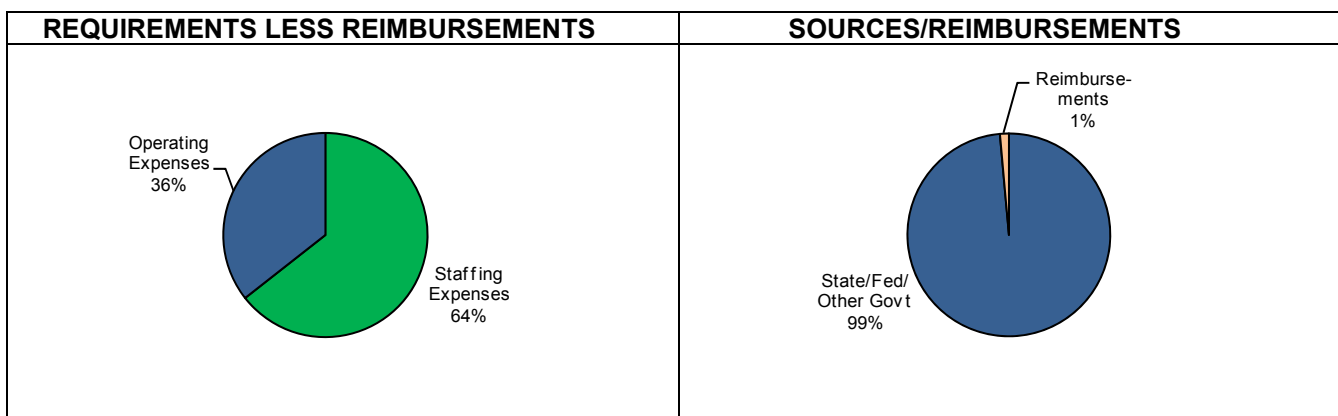
Total Requirements	\$49,514,614
Total Sources	\$49,466,702
Fund Balance	\$47,912
Use of Fund Balance	\$0
Total Staff	700

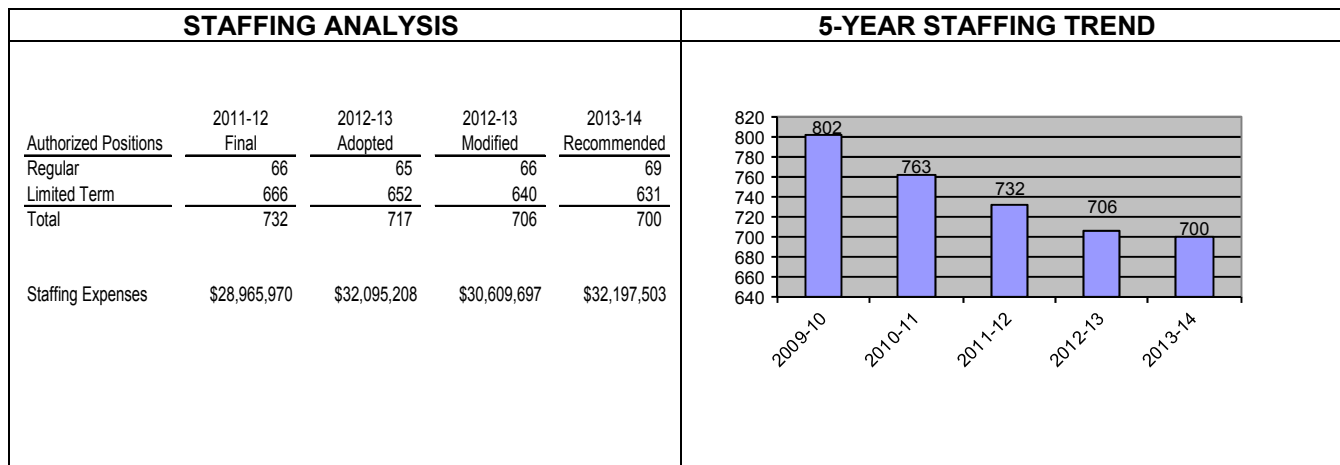
PSD serves about 6,000 low income and disadvantaged families and children from birth to 5 years of age and pregnant women. PSD's priority population includes children in foster care, those who are homeless and children with special needs and/or disabilities. In addition, the programs offer comprehensive child development and family support services to all enrolled children and families which include: physical health, nutrition and mental health to strengthen the child's capacity to participate successfully in school.

In order to continue to support the accomplishment of program objectives, PSD is sub-divided into the following groups:

- Administration – This unit consists of the Director, secretarial support and Special Projects.
- Finance/Human Resources – Provides oversight for fiscal, budget, reporting/auditing preparation, contracts, grant writing and human resources.
- Operations – Responsible for the overall operations of the Head Start sites to ensure that each child is provided with comprehensive child development services.
- Support Services – Provides oversight for the Health, Eligibility, Recruitment, Selection, Enrollment and Attendance, Nutrition, Mental Health, Home-Base, and Disability Services. In addition, Program Support Services is also responsible for overseeing the Department's facilities and providing family and community related support services.
- Quality Assurance – Provides ongoing Monitoring, Licensing/Transportation, Maintenance and Facilities issues for all sites and delegate agencies. In addition, this unit provides oversight for Organizational Development, Training and Technical Assistance and Parent Involvement.

2013-14 RECOMMENDED BUDGET



BUDGETED STAFFING**ANALYSIS OF 2013-14 RECOMMENDED BUDGET**

GROUP: Human Services
DEPARTMENT: Preschool Services
FUND: Preschool Services

BUDGET UNIT: RSC HPS
FUNCTION: Public Assistance
ACTIVITY: Other

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	28,719,476	31,940,554	28,965,970	29,037,964	30,609,697	32,197,503	1,587,806
Operating Expenses	18,337,484	19,616,424	18,824,347	18,209,962	19,090,590	17,785,151	(1,305,439)
Capital Expenditures	772,888	360,038	286,185	944,816	391,600	192,240	(199,360)
Contingencies	0	0	0	0	68,762	47,912	(20,850)
Total Exp Authority	47,829,848	51,917,016	48,076,502	48,192,742	50,160,649	50,222,806	62,157
Reimbursements	(401,357)	(762,131)	(583,846)	(623,390)	(708,192)	(708,192)	0
Total Appropriation	47,428,491	51,154,885	47,492,656	47,569,352	49,452,457	49,514,614	62,157
Operating Transfers Out	939,576	14,287	1,070	0	0	0	0
Total Requirements	48,368,067	51,169,172	47,493,726	47,569,352	49,452,457	49,514,614	62,157
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	47,761,276	50,507,076	47,000,879	47,283,702	49,328,695	49,348,678	19,983
Fee/Rate	(24,760)	155	135	78,164	0	80,000	80,000
Other Revenue	170,849	423,755	598,452	186,636	55,000	38,024	(16,976)
Total Revenue	47,907,365	50,930,986	47,599,466	47,548,502	49,383,695	49,466,702	83,007
Operating Transfers In	0	0	122,015	0	0	0	0
Total Sources	47,907,365	50,930,986	47,721,481	47,548,502	49,383,695	49,466,702	83,007
Fund Balance					68,762	47,912	(20,850)
Budgeted Staffing					706	700	(6)

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

Staffing expenses of \$32.2 million fund 700 budgeted positions who administer preschool services programs. Operating expenses of \$17.8 million includes contracts for temporary help, transportation, food and subcontractors. Also included are transfers to other County departments for services such as lease payments, Human Services Administration Support, and Human Resources. Capital expenditures of \$192,240 fund the annual mortgage payment of a new warehouse. Reimbursements are from the Department of Behavioral Health for the operation of the Prevention and Early Intervention and the Low-Income First-Time Mothers programs.

Sources of \$49.5 million are primarily from federal and state government.



BUDGET CHANGES AND OPERATIONAL IMPACT

In 2013-14, requirements are increasing overall by \$62,157. Staffing expenses are increasing by \$1.6 million primarily due to an increase in general retirement, workers compensation and medical premium subsidy. In addition, PSD had increases in vision, termination and survivor benefits. Furthermore, PSD increased operating days for the State Preschool Program and increased the hours in the Program Generalists work schedule. Operating expenses are decreasing by \$1.3 million primarily due to changes in program options and also realized savings in central services-data processing and other charges – food program contracts. Capital expenditures are decreasing by \$199,360 primarily due to the one-time purchase of vehicles in 2012-13.

State, federal or government aid is increasing by \$19,983 primarily due to an increase in projected meals and snacks served through the Child and Adult Food Care Program because of the extension of the school calendars. Moreover, fees are increasing due to the implementation of family fees by the California Department of Education for the State Preschool Program; and offset by a decrease in other revenue due to a reduction in eligible teachers qualified to receive funds provided through Assembly Bill 212 Stipend Program.

For 2013-14, PSD's funding will be affected by the Federal Sequestration by approximately \$2.1 million. Due to the lag time with receipt of the notification from the Office of Head Start, PSD's 2013-14 budget will be adjusted in the first quarter budget report.

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$32.2 million fund 700 positions of which 69 are regular positions and 631 are limited term positions. The 2013-14 recommended budget includes a net decrease of 6 positions.

There is a reduction of 10 limited term positions due to program option changes. However, due to an increase in workload at the administrative office and the warehouse, 3 regular positions and 1 limited term position were added resulting in a net decrease of 6 positions in 2013-14, totaling 700 budgeted positions.



2013-14 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Administration	3	0	3	3	0	0	3
Operations	13	606	619	569	50	0	619
Support Services	14	21	35	29	5	1	35
Finance/ Human Resources	25	1	26	21	3	2	26
Quality Assurance	14	3	17	15	1	1	17
Total	69	631	700	637	59	4	700

Administration	Operations	Support Services
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
1 Director	2 Deputy Director	1 Disability Services Manager
1 Executive Secretary II	3 Program Manager	1 Nutritionist
1 Program Specialist II	2 Contract Program Manager	1 Staff Analyst II
3 Total	6 Program Supervisor	1 Behavioral Specialist
	1 Area Coordinator	1 Speech Therapist
	1 Secretary I	1 Supervising Program Specialist
	12 Cont Preschool Site Supv II 12 months	1 Special Education Specialist
	6 Contt Preschool Site Supv II 9 months	1 Program Specialist I
	11 Cont Preschool Site Supv I 9 months	1 Stores Specialist
	2 Cont Preschool Site Supv I 12 months	1 Storekeeper
	30 Contract Teacher III 12 months	2 General Maintenance Mechanic
	1 Contract Teacher III 9 months	2 General Maintenance Worker
	60 Contract Preschool Teacher II 12 months	1 Contract Behavioral Specialist
	179 Contract Preschool Teacher II 9 months	2 Contract Health Education Specialist
	3 months	3 Contract Registered Nurse
	12 months	1 Cont Prgm Qlty Specialist 12 months
	26 months	1 Cont Prgm Quality Specialist 9 months
	88 months	7 Cont General Maint Worker 12months
	12 Contract Center Clerk 12 months	1 Contract Storekeeper 9 months
	23 Contract Center Clerk 9 months	5 Graduate Student Interns
	11 Contract Food Service Worker 12 months	35 Total
	17 Contract Food Service Worker 9 months	
	17 Contract Program Generalist 12 months	
	61 Contract Program Generalist 9 months	
	12 Contract Custodian 12 months	
	21 Contract Custodian 9 months	
	619 Total	
Finance/ Human Resources	Quality Assurance	
<u>Classification</u>	<u>Classification</u>	
1 Administrative Manager	1 Administrative Supervisor I	
1 Administrative Supervisor II	1 Automated Systems Technician	
1 Administrative Supervisor I	1 Supervising Office Assistant	
1 Supervising Accountant II	3 Office Assistant III	
1 Supervising Fiscal Specialist	4 Office Assistant II	
2 Accountant III	1 PSD Area Coordinator	
3 Staff Analyst II	2 Eligibility Worker II	
1 Staff Analyst I	1 Eligibility Worker I	
6 Account Technician	1 Contract Program Generalist 9 months	
3 Fiscal Assistant	2 Contract Center Clerk 12 months	
1 Fiscal Specialist	17 Total	
1 Office Assistant II		
3 Eligibility Worker I		
1 Contract Fiscal Assistant		
26 Total		



VETERANS AFFAIRS

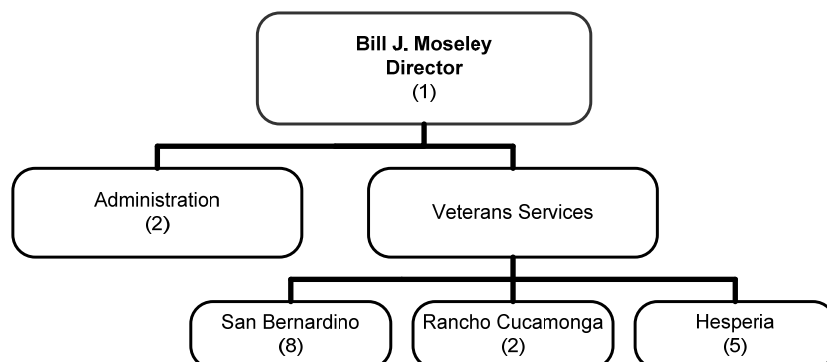
Bill J. Moseley

DEPARTMENT MISSION STATEMENT

To honor the commitment and sacrifice of our veterans, military and their families, and to promote awareness of their contributions and unique challenges, Veterans Affairs identifies and obtains benefits and services through advocacy, outreach and education, thereby contributing to the quality of life and well-being of our communities.



ORGANIZATIONAL CHART



2012-13 ACCOMPLISHMENTS

- Produced \$32.0 million in new federal benefits for County residents, including over \$14.0 million that will continue as recurring benefit payments for the lifetime of the Veterans Affairs beneficiary to mitigate the effects of the economic downturn for many veterans and their families. The total produced was the second highest of any county in the state.
- Partnered with private entities Equus Medendi equine therapy, and the Trauma Resource Institute to help meet the mental health needs of County residents at no additional cost to the County.
- Collaborated with the United States Department of Veterans Affairs, CalVet, the San Bernardino Community College District, County Workforce Development, the County Department of Behavioral Health, Transitional Assistance Department, and Aging and Adult Services to ensure County residents receive their fair share of resources by providing referral services.
- Served over 23,000 clients, a 6% increase from 2011-12, focused on efficient interviewing techniques, and improvements in electronic form completion, Veterans Affairs.



COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

COUNTY GOAL: PURSUE COUNTY GOALS AND OBJECTIVES BY WORKING WITH OTHER GOVERNMENTAL AGENCIES

Objective(s): • *Work with Federal, State and regional governments and organizations to ensure San Bernardino County receives its fair share of resources and to help shape legislation and regulations which affect the County.*

Department Strategy: • *Receive required hours of training (continuing education) from Federal Veterans Affairs (VA) and Calvet to maintain federal accreditation and maximize staff knowledge of federal benefits and services.*
• *Maximize efficiency in processing state Collage Fee Waiver applications.*

	2011-12	2012-13	2012-13	2013-14
Measurement	Actual	Target	Estimate	Target
Percentage of Technical staff attending training.	92%	100%	98%	100%
Percentage of College Fee Waiver letters mailed within ten days of application.	98%	100%	98%	100%

COUNTY GOAL: PURSUE COUNTY GOALS AND OBJECTIVES BY WORKING WITH OTHER GOVERNMENTAL AGENCIES

Objective(s): • *Maximize the utilization of Federal and State programs and funding to mitigate the effects of the economic downturn on county residents.*

Department Strategy: • *Ensure efficient case management and resolution of claims.*

	2011-12	2012-13	2012-13	2013-14
Measurement	Actual	Target	Estimate	Target
Percentage of pending VA caseload with case status reviews of more than 90 days past due.	N/A	N/A	N/A	25%
Current Federal VA claims processing can take one-year or longer				



SUMMARY OF BUDGET UNITS

2013-14						
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<u>General Fund</u>						
Veterans Affairs	1,896,491	458,777	1,437,714			18
Total General Fund	1,896,491	458,777	1,437,714			18

5-YEAR REQUIREMENTS TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Veterans Affairs	1,396,040	1,599,098	1,763,741	1,858,390	1,896,491
Total	1,396,040	1,599,098	1,763,741	1,858,390	1,896,491

5-YEAR SOURCES TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Veterans Affairs	416,402	439,934	496,437	458,777	458,777
Total	416,402	439,934	496,437	458,777	458,777

5-YEAR NET COUNTY COST TREND

	2009-10	2010-11	2011-12	2012-13	2013-14
Veterans Affairs	979,638	1,159,164	1,267,304	1,399,613	1,437,714
Total	979,638	1,159,164	1,267,304	1,399,613	1,437,714



Veterans Affairs

DESCRIPTION OF MAJOR SERVICES

According to the Secretary of the U.S. Department of Veterans Affairs (VA), approximately one out of every three people in the United States is a potential VA beneficiary. The Department of Veterans Affairs provides claims assistance, information and referral, advocacy, and outreach to County residents. These benefits include medical care, life insurance, home loans, pension benefits, disability compensation, education and vocational rehabilitation. County VA employees are often the initial contact with the VA system for veterans and recently discharged military personnel in our community.

Budget at a Glance

Total Requirements	\$1,896,491
Total Sources	\$458,777
Net County Cost	\$1,437,714
Total Staff	18
Funded by Net County Cost	76%

Services to the veteran's community are concentrated in the following areas:

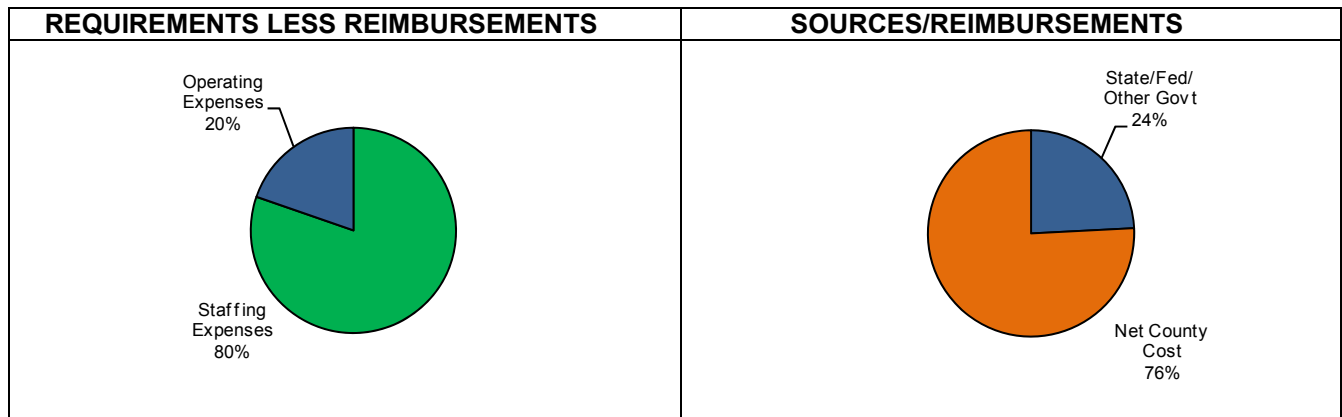
Claims Assistance - Provide benefits counseling, claim preparation, and development of material evidence. Monitor adjudication and resolve issues or questions in favor of the veteran. Provide assistance with administrative and appellate review of claims.

Information and Referral - Make referrals to other County departments, homeless providers, emergency service providers, and state and federal agencies.

Advocacy - Provide individual advocacy, advocacy at the policy and legislative levels, and provide state and federal elected officials with technical assistance regarding veterans' legislation.

Outreach - Conduct outreach to retirement homes, mortuaries, schools, military separation programs, and service organizations such as the American Legion, Disabled American Veterans, Veterans of Foreign Wars, Elks, Rotary, etc., for the purpose of informing the community of veterans' benefits and services.

2013-14 RECOMMENDED BUDGET



BUDGETED STAFFING

STAFFING ANALYSIS					5-YEAR STAFFING TREND				
Authorized Positions	2011-12 Final	2012-13 Adopted	2012-13 Modified	2013-14 Recommended					
Regular	18	18	18	18					
Limited Term	0	0	0	0					
Total	18	18	18	18					
Staffing Expenses	\$1,395,430	\$1,491,964	\$1,491,964	\$1,523,035					

ANALYSIS OF 2013-14 RECOMMENDED BUDGET

GROUP: Human Services
DEPARTMENT: Veterans Affairs
FUND: General

BUDGET UNIT: AAA VAF
FUNCTION: Public Assistance
ACTIVITY: Veteran's Services

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Modified Budget	2013-14 Recommended Budget	Change From 2012-13 Modified Budget
Requirements							
Staffing Expenses	1,179,074	1,325,095	1,395,429	1,456,469	1,491,964	1,523,035	31,071
Operating Expenses	216,964	274,004	358,753	333,510	386,426	373,456	(12,970)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	1,396,038	1,599,099	1,754,182	1,789,979	1,878,390	1,896,491	18,101
Reimbursements	0	0	0	(20,000)	(20,000)	0	20,000
Total Appropriation	1,396,038	1,599,099	1,754,182	1,769,979	1,858,390	1,896,491	38,101
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	1,396,038	1,599,099	1,754,182	1,769,979	1,858,390	1,896,491	38,101
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	413,183	439,834	493,264	441,000	458,777	458,777	0
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	3,219	100	3,173	0	0	0	0
Total Revenue	416,402	439,934	496,437	441,000	458,777	458,777	0
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	416,402	439,934	496,437	441,000	458,777	458,777	0
Net County Cost	979,636	1,159,165	1,257,745	1,328,979	1,399,613	1,437,714	38,101
Budgeted Staffing					18	18	0

MAJOR EXPENDITURES AND REVENUE IN 2013-14 RECOMMENDED BUDGET

Staffing expenses of \$1.5 million is the primary expenditure in the Veterans Affairs budget and supports 18 budgeted positions. Operating expenses primarily consist of general office and COWCAP costs, facilities management costs, and other costs such as printing, mailing, leases and utilities.

Sources of revenue are from the State Veterans Subvention Fund, Medi-Cal Cost Avoidance Program, the County Veterans Service Office Fund, and state reimbursement for contract services performed at the Barstow Veterans Home.



BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$38,101 primarily due to retirement costs. The Department received one-time Board discretionary funding of \$20,000 in reimbursements in 2012-13 that will not be received in 2013-14. Operations will not be impacted by these changes.

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$1.5 million fund 18 budgeted regular positions. There are no staffing changes.

2013-14 POSITION SUMMARY

2013-14 Budgeted Staffing

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Administration	3	0	3	3	0	0	3
Veterans Services	15	0	15	15	0	0	15
Total	18	0	18	18	0	0	18

Administration	Veterans Service
<u>Classification</u>	<u>Classification</u>
1 Director	2 Supv Veterans Service Representative
1 Executive Secretary III	4 Veteran Service Representative II
1 Staff Analyst I	5 Veteran Service Representative I
3 Total	4 Office Assistant III
	15 Total

